

CITY OF HARRISBURG
DEPARTMENT OF PUBLIC SAFETY
BUREAU OF POLICE
2002
ANNUAL REPORT



STEPHEN R. REED
MAYOR

CHARLES G. KELLAR
CHIEF OF POLICE



Office of the Mayor

The City of Harrisburg

City Government Center
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Stephen R. Reed

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Mayor

FOREWARD

I am pleased to commend to your reading this comprehensive report for the year 2002, one of the most progressive years in the history of the City of Harrisburg since we were first incorporated as a municipality in 1791.

Harrisburg has come a long way from when it was listed in the first half of the 1980s as the second most distressed city in the United States. There remains a great deal more to be done, and this annual report is issued as a means to identify our progress through the activities, projects and operations of the City of Harrisburg. Such a report as this is issued for each department of city government under the Mayor's authority.

Every city employee and each city agency are integral to the success of Harrisburg. The work and achievements of the current era have written a new chapter in the Capital City's and region's history and, for this, every city employee can take pride and credit.

The City of Harrisburg's government is the most diverse municipal government in Central Pennsylvania. Our services and operations range from the traditional large municipal functions related to police, fire, public works, and parks and recreation to the more unique, such as water, sewer, trash collection, solid waste incineration, energy generation, recycling, economic development, areawide data processing systems, contracted sludge processing, codes enforcement and conducting major special events. Intertwined into all these functions are the administrative support functions related to risk management, legal, data processing, personnel, purchasing, billing, debt collection and financial management services. Everyone's role is important and everyone contributes to the overall success and functioning of this city.

This past year has considerably added to the overall positive performance of this government in achieving major public policy goals. For example:

- (1) The Part I crime rate, considered to be the index by which crime is measured in communities, has dropped over 54% since 1981 and the crime rate is now at a 30 year low;
- (2) The fire rate, meaning the number of fires per year, has dropped over 76% since 1982, and is now at its lowest level since citywide records have been kept;

- (3) The number of businesses on the city's taxrolls, counted at 1,908 by the end of 1981, is now 5,976, the highest number ever recorded;
- (4) The taxbase, assessed at \$212 million in 1982, is now over \$1.6 billion, the highest level ever recorded in city history;
- (5) During the period of 1995 through 2002, the City broke the record four times for the amount of new economic development investments, setting new record levels in city history; in the current era, over \$3.1 billion has been invested in Harrisburg, also a new record for any similar time period in city history, even when adjusting for inflation; the year 2002 was our highest year ever, with \$269.7 million in new investment;
- (6) The annual cost of living index consistently lists Harrisburg as being one of the most affordable communities in the midstate in which to own a home;
- (7) The City, in 2002, for the fifteenth consecutive year, won the nation's top national award for financial reporting and accounting and, additionally, for the twelfth consecutive year, won the nation's top national award for budgeting; of over 2,560 municipalities in Pennsylvania, only 2 have attained the same status;
- (8) The City, in 2002, for the fifteenth consecutive year, retained Tree City U.S.A. status, the highest community conservation award in the nation; and recently, City parks and recreation activities and programs garnered over 30 international, national and state awards; the city's Advanced Wastewater Treatment Plant won first place in Pennsylvania in statewide operational, maintenance and safety competition amongst other plants; the Harrisburg History Project, which includes the placement of pedestrian-level placards marking city historic sites, received the Historic Harrisburg Association's Preservation Award; the City's Melrose Gardens Housing Project received the prestigious Bellamy Award from the Pennsylvania Housing and Redevelopment Agencies' Association, their highest recognition;
- (9) The City and region were selected by the state Chamber of Business and Industry as Pennsylvania's Outstanding Community for the year 2002, marking the second time Harrisburg has won the state's most prestigious municipal honor. Harrisburg was also selected as Pennsylvania's Outstanding Community in 1990.
- (10) The City retained National Police Accreditation, the highest recognition for law enforcement in the nation; of over 21,000 police agencies, only 443 have attained the same status;
- (11) The City attained top national and state awards for its transportation infrastructure improvements, its energy conservation efforts, its historic rehabilitation projects and a myriad of other City pursuits, making the City of Harrisburg the most award-winning municipality in Pennsylvania; the city's Vehicle Maintenance Center and its Director received the top international award from the Association of Fleet Administrators for the city's innovative vehicle purchasing program, which cuts vehicle purchase costs by 10% to 15% and has thus far saved the city and its fellow participating municipalities over \$6 million in reduced vehicle purchase costs;
- (12) Harrisburg continued to be one of the leading cities in the country in the creation of alternative energy and revenue sources; thus far, in the current era, the City has generated over 15.3 billion pounds

of steam, co-generated over 903 million kilowatts of electrical energy, saved over 9.6 million cubic yards of landfill space and produced energy equivalent to over 870 million gallons of foreign oil;

(13) The City has fully or partially funded projects that have resulted in new construction or restoration of over 5,000 residential units, in the form of homes and apartments, making Harrisburg the largest residential developer in Central Pennsylvania;

(14) Additional upgrades have occurred in the Harrisburg Parks System, now the largest municipal parks system in the Midstate and the only municipal parks system to play a continuous regional role; the City has invested over \$68 million in parks and playgrounds since 1982;

(15) Attendance figures continue to show Harrisburg as a dynamic center for recreation, arts and entertainment, with over 2.3 million in attendance for the city's various free, regional special events. The Harrisburg Senators again surpassed the quarter million attendance mark with 283,661 fans in 2002, a new annual record, and are now well over the 3.75 million mark in total attendance, and the Harrisburg Heat have drawn more than 1.2 million fans during their tenure at the State Farm Show Complex.

(16) Citywide neighborhood recreational programs attracted their largest annual attendance ever, with 571,688 attendance in 2002, a 5% increase over 2001, and a dramatic 19% increase since 2000;

(17) The City continued in its Class 7 designation under the National Flood Insurance Program; only three other municipalities in the Nation have an identical or better designation; the classification is the result of the City's floodplain management and emergency management programs; Harrisburg is the only municipality in Pennsylvania to be upgraded in its classification, and in Harrisburg's case, was upgraded three times, giving City property owners a 15% reduction in the base premium for flood insurance;

(18) The City's Fire Bureau is one of 27 Federally-designated Urban Search and Rescue teams, one of the groups available for deployment anywhere in the U.S. for a major national disaster; further, the Commonwealth of Pennsylvania contracted the City to serve as administrator of Pennsylvania Task Force One, which involves resources from across and outside the state, to respond to such emergencies; the City of Harrisburg and the state Task Force were the first team deployed to the World Trade Center on September 11, 2001, in response to the worst terrorist attack in United States history;

(19) In conjunction with its operation of Task Force One, the City has constructed a new Special Operations Center that now serves as the headquarters and staging center for the Task Force and other specialized emergency operations.

(20) As a result of the success of the first Task Force, a second Intra-State Task Force, for response solely within Pennsylvania, has been created by the State. Additionally, the Water Rescue Strike Team One, a sophisticated new marine rescue unit capable of handling water-related emergencies anywhere in the State, is now operational. Harrisburg administers both of these recent additions to the Pennsylvania Emergency Management System.

(21) In the area of community services, Harrisburg continues to be the most engaged municipality in the region in matters of affordable housing and sheltering the displaced. As a result of joint effort by the City, County and human service providers, a second major grant—for \$1,088,000—was secured for both short-term shelters as well as intensive homelessness abatement and prevention.

(22) City coordination and support have resulted in over 225 city blocks being adopted under the Adopt-A-Block beautification program, and another two dozen vacant lots are similarly cared for under the Adopt-A-Lot program; 29 citizens have been trained as citizen codes inspectors to assist city Codes Enforcement Officers, and over 200 citizens have now graduated from the city's innovative Citizens Police Academy, the first of its kind in the midstate; more than 100 city blocks and neighborhoods are now covered by neighborhood crime watch groups;

(23) On a daily and continuous basis, City agencies and personnel performed thousands of services and tasks, for which neither recognition nor attention were provided, but all of which served to enhance the quality of life in Harrisburg with benefit to citizens, businesses and visitors.

(24) The Commonwealth of Pennsylvania has committed \$12 million to the planned new city university, Harrisburg Polytechnic Institute, and the Institute's Preparatory School and Business Incubator will soon open in a restored 83,000 sq. ft. former vacant site in the 200 block of Market Street. More than \$9 million in renovations are currently underway in the former YWCA site.

All should know and understand that American cities continue to face major challenges, frequently involving forces and factors over which a local government has no control. Our gains here have been the result of vision, struggle, persistence and arduous effort. The resurgence of Harrisburg in the current era has reversed previous decades of decline but we, too, are subjected to the unique burdens which the Nation and region place solely upon cities. It remains critically important that each of us rededicate ourselves to the furtherance of Harrisburg's best interests as we carry forth our respective roles and duties. The collective and individual efforts of Harrisburg's employees have made history. We owe it to the people we serve to build upon our present day progress by continuing our commitment to a constant, daily effort to be the best at what we have been hired to do for this City.

To the citizens and taxpayers of Harrisburg we dedicate this comprehensive annual report and our full measure of devotion in the days ahead.

A handwritten signature in black ink, reading "Stephen Reed". The signature is stylized with a large, looped "S" and a cursive "Reed".

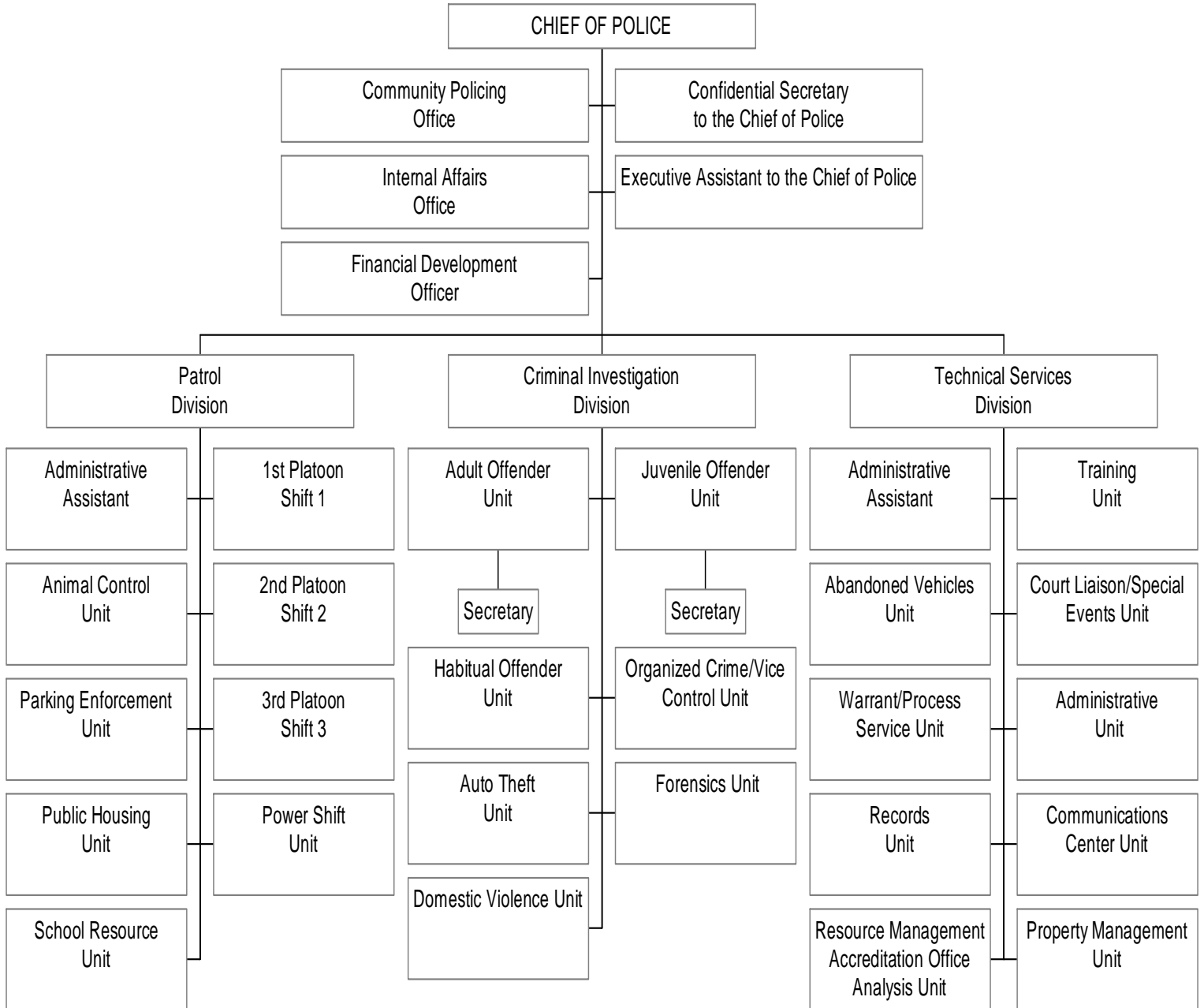
Stephen R. Reed
Mayor

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**HARRISBURG BUREAU OF POLICE
ORGANIZATIONAL CHART
2002**



HARRISBURG BUREAU OF POLICE ACCREDITATION

ATTAINMENT AND RETENTION

2000

2001

2002

The Accreditation Process and Re-accreditation Program was reassigned to the Technical Services Division in 1991 after having been subordinated to the Office of the Chief since 1989. The ongoing process and programs to maintain accreditation in 1994 became the additional function of the Technical Services Commander and the Resource Management Unit. The Bureau of Police was re-assessed in August 2002 and was awarded re-accreditation on November 16, 2002, at the C.A.L.E.A. Conference in Portland, Oregon.

LAW ENFORCEMENT ACCREDITATION AN OVERVIEW

ABOUT THE COMMISSION

In 1979 the Commission was created through the combined efforts of four major law enforcement organizations:

- International Association of Chiefs of Police
- National Organization of Black Law Enforcement Executives (NOBLE)
- National Sheriffs Association
- Police Executive Research Forum

These organizations continue to serve in an advisory capacity to the Commission and are responsible for appointing members of the Commission.

PURPOSE OF THE COMMISSION

The Commission was formed for two reasons:

1. To develop a set of law enforcement standards
2. To establish and administer an accreditation process through which law enforcement agencies could demonstrate voluntarily that they meet professionally recognized criteria for excellence in management and service delivery.

ROLE AND RESPONSIBILITIES OF COMMISSIONERS

Persons who serve on the Commission on Accreditation for Law Enforcement Agencies are appointed to three-year terms. During their service, Commissioners do the following:

- Attend three 3-day meetings per year in March, July and November
- Review reports about law enforcement agencies being considered for accredited or re-accredited status, and participate on a committee that interviews Chief Executive Officers of those agencies during Commission meetings.
- Serve on a Commission sub-committee (Corporate Affairs, Standards Review and Interpretations, or Outreach) to make policy decisions about Commission operations or the standards for law enforcement accreditation.
- Represent the Commission, as needed, at law enforcement agency accreditation award ceremonies.
- Promote law enforcement accreditation to professional colleagues.
- To assist them in carrying out their responsibilities, newly appointed Commissioners attend an orientation session at their first Commission meeting.

ORGANIZATION OF THE BOARD

The twenty-one member Commission is composed of eleven law enforcement professionals and ten representatives of the public and private sectors. Commissioners serve three year staggered terms.

The Commission is a private, non-profit corporation. It is not of, or obligated to, any governmental unit. Fees paid by law enforcement agencies defray the Commission's major operating costs. The Commission's authority is derived solely from the voluntary participation of law enforcement agencies in the accreditation program.

THE STANDARDS ADDRESS NINE MAJOR LAW ENFORCEMENT SUBJECTS

- Role, responsibilities and relationships with other agencies
- Organization, management and administration
- Personnel structure
- Personnel process
- Operations
- Operational support
- Traffic operations
- Prisoner and court-related activities
- Auxiliary and technical services

GOALS

The standards help law enforcement agencies:

- Strengthen crime prevention and control capabilities
- Formalize essential management procedures
- Establish fair and nondiscriminatory personnel practices
- Improve service delivery
- Solidify interagency cooperation and coordination
- Boost citizen and staff confidence in the agency

COMPLIANCE

Agencies that seek accreditation are required to comply only with those standards that are specifically applicable to them. Applicability is based on two factors:

- Agency size
- Functions the agency performs

Applicable standards are categorized as mandatory or other than mandatory standards. If an agency cannot comply with a standard because of legislation, labor agreements, court orders, or case law, waivers can be obtained from the Commission.

“WHAT” NOT “HOW”

Seeking to establish the best professional practices, the standards prescribe “what” agencies should be doing, but not “how” they should be doing it. That decision is left to the individual agency and its Chief Executive Officer.

FOLLOWING ARE THE MAJOR BENEFITS OF ACCREDITATION

- **Controlled Liability Insurance Costs**
Accredited status makes it easier for agencies to purchase police liability insurance; allows agencies to increase the limit of their insurance coverage more easily; and, in many cases, results in lower premiums.
- **Stronger Defense Against Lawsuits and Citizens Complaints**
Accredited agencies are better able to defend themselves against lawsuits and citizen complaints. Many agencies report a decline in legal actions against them after they become accredited.
- **Greater Accountability Within the Agency**
Accreditation standards give the Chief Executive Officer a proven management system of written directives, sound training, clearly defined lines of authority and routine reports that support decision making and resource allocation.

- **Staunch Support From Government Officials**
Accreditation provides objective evidence of an agency's commitment to excellence in leadership, resource management and service delivery. Thus, government officials are more confident in the agency's ability to operate efficiently and meet community needs.
- **Increased Community Advocacy**
Accreditation embodies the precepts of community oriented policing. It creates a forum in which police and citizens work together to prevent and control challenges confronting law enforcement and provides clear direction about community expectations.
- **Improved Employee Morale**
Accreditation is a coveted award that symbolized professionalism, excellence and competence. It requires written directives and training to inform employees about policies and practices, facilities and equipment to ensure employees' safety and processes to safeguard employee's rights. Employees take pride in their department, knowing it represents the very best in law enforcement.

SUMMARY

Through Accreditation we have voluntarily accepted the challenge to prove that the Harrisburg Bureau of Police is one of the best law enforcement agencies in the United States and the Commonwealth of Pennsylvania.

The citizens of Harrisburg are the primary benefactors of Accreditation and should be confident Knowing the Harrisburg Bureau of Police has accepted such a challenge. The achievement of Accreditation legitimizes the claim that the Bureau of Police is a professional organization, dedicated to the highest standards of performance and responsible to the community it serves.

The Harrisburg Bureau of Police has taken great pride in this prestigious achievement. Currently, as of 12/2002, there are over 551 accredited agencies nationwide.

SWORN PERSONNEL

RANK AND ASSIGNMENT BY RACE AND SEX

Rank	White Male	White Female	Black Male	Black Female	Hispanic Male	Hispanic Female	Asian Male	Asian Female
Chief	1							
Captain			2					
Lieutenant	5	2						
Sergeant	4	2	1				1	
Corporal	4	3	3		1			
Investigator	15	1	6	1	2			
Patrol Officer	75	18	17	3	7	2	1	1
Total	104	26	29	4	10	2	2	1

HARRISBURG BUREAU OF POLICE

SENIORITY ROSTER

<u>Officer</u>	<u>Date of Employment</u>	<u>Rank</u>
Miller, Ronald B.	01/01/68	Patrol Officer
McCleary, Donald E.	03/03/72	Patrol Officer
Griffie, James D.	07/11/72	Patrol Officer
Brown, Ralph C.	09/25/73	Lieutenant
Tolan, Edward G.	09/25/73	Patrol Officer
Goshert, John G.	01/16/76	Lieutenant
Byard, Elida B.	01/16/76	Patrol Officer
Drobenak, Richard L.	09/02/77	Sergeant
Rapak, Robert J.	09/02/77	Lieutenant
Hockley, Patrick J.	09/02/77	Patrol Officer
Pickles, Richard L.	09/02/77	Captain
*Ames, Sheldon	09/02/77	Lieutenant
Stiteler, Janet A.	09/02/77	Lieutenant
Horst, Kenneth L.	01/13/78	Patrol Officer
Roy, Jr., Ellis R.	11/13/78	Sergeant
Bittner, Kenneth A.	02/16/79	Patrol Officer
Woodring, Dennis A.	02/16/79	Lieutenant
*Zglenski, Robert S.	02/16/79	Patrol Officer
Engle, Jr., Frederick D.	02/16/79	Lieutenant
Martinez, Jose L.	02/16/79	Patrol Officer
Jackson, William B.	02/16/79	Investigator
Ware, Litho D.	02/16/79	Corporal
Patterson, Norman J.	01/02/80	Patrol Officer
Karlsen, Clifford A.	12/31/80	Sergeant
Taylor, Tanya L.	12/31/80	Patrol Officer
Ritter, Pierre	12/31/80	Captain
Duffin, Kevin R.	12/31/80	Investigator
Hartley, Robert G.	10/19/82	Patrol Officer
Blasko, Stephen M.	01/06/83	Investigator
Harden, Rena M.	01/06/83	Patrol Officer
Marshall, Sheldon D.	01/06/83	Patrol Officer
Massey, Elijah Q.	01/06/83	Investigator
Steele, Grant C.	01/20/84	Investigator
Gonzalez, Jr., Angel M.	01/20/84	Patrol Officer
Lewis, Linda	01/20/84	Investigator
Wideman, Wesley J.	01/20/84	Patrol Officer
Nixon, Issac V.	01/20/84	Captain
Painter, Charles E.	06/07/85	Patrol Officer
Anderson, Jr., Charles A.	06/07/85	Patrol Officer
Muldrow, Lydell V.	06/07/85	Corporal

<u>Officer</u>	<u>Date of Employment</u>	<u>Rank</u>
Snyder, William T.	06/07/85	Patrol Officer
Fegan, Robert H.	06/07/85	Sergeant
Vernouski, William J.	08/01/86	Patrol Officer
Salvadia, John A.	08/01/86	Patrol Officer
Baez, Hector L.	08/01/86	Investigator
Woodring, Briana L.	08/01/86	Sergeant
Floyd, David J.	08/01/86	Sergeant
Taylor, Matthew A.	08/01/86	Investigator
Books, Annette L.	08/01/86	Lieutenant
Kellar, Charles G.	08/01/86	Chief
Hammaker, Timothy J.	08/01/86	Patrol Officer
Green, John K.	08/01/86	Patrol Officer
DeLeon, Gabriel S.	08/01/86	Patrol Officer
Bailey, Michelle R.	08/01/86	Investigator
Reed, Leo K.	07/31/87	Patrol Officer
Garman, Bruce A.	07/31/87	Patrol Officer
Heron, Doreen M.	07/31/87	Patrol Officer
Adams, Tammy K.	07/31/87	Corporal
Burgos, Emma D.	07/31/87	Patrol Officer
Rivera, Victor	07/31/87	Investigator
Carter, Timothy M.	07/31/87	Investigator
Angelini, Franco	07/29/88	Patrol Officer
Feduke, Jr., Wesley D.	07/29/88	Patrol Officer
Webber, Daniel M.	07/29/88	Investigator
Rivera, Jr., Alfredo	07/29/88	Patrol Officer
Capello, Sharon L.	07/29/88	Sergeant
Martin, Jodie E.	07/29/88	Patrol Officer
Umipig, Michael D.	07/29/88	Sergeant
Carter, Thomas C.	07/29/88	Corporal
Weaver-Carter, Wendelin L.	09/04/89	Patrol Officer
Adams, Julian B.	09/04/89	Patrol Officer
Godusky, Clark T.	08/03/90	Patrol Officer
Ewing, Deborah A.	08/03/90	Patrol Officer
Black, David E.	08/03/90	Patrol Officer
Cesari, Joseph J.	08/03/90	Patrol Officer
Wetzel, Kelly R.	08/03/90	Corporal
Reigle, Deborah J.	08/03/90	Patrol Officer
Savel, Michael J.	08/03/90	Patrol Officer
Cook, Jeffrey J.	08/30/90	Patrol Officer
Lucas, Leroy P.	08/03/90	Patrol Officer
Paige, Aaron E.	08/03/90	Patrol Officer
Harman, Brenda	08/03/90	Patrol Officer
Crouser, Susan J.	08/03/90	Patrol Officer
Baldwin, Cindy L.	08/03/90	Corporal

<u>Officer</u>	<u>Date of Employment</u>	<u>Rank</u>
Edwards-Kissner, Sherry L.	08/03/90	Patrol Officer
Lau, David A.	05/23/91	Investigator
Novacek, Steven L.	05/23/91	Corporal
Schriver, Jeffrey M.	05/23/91	Investigator
Holmes, Brenda E.	05/23/91	Corporal
Hohman, Angela J.	05/23/91	Patrol Officer
Woolf, Amy E.	05/23/91	Patrol Officer
Lyda, Raymond R.	05/23/91	Patrol Officer
Bair, Annemarie	05/23/91	Patrol Officer
Kyle, David C.	05/22/92	Patrol Officer
Evans, John D.	05/22/92	Investigator
Heffner, Donald E.	05/22/92	Investigator
Zimmerman, Joseph A.	05/22/92	Investigator
O'Connor, John C.	05/22/92	Investigator
Prisbe, Steven R.	05/22/92	Patrol Officer
Sorenson, Dennis J.	05/22/92	Corporal
Oquendo, Jr., Carlos M.	05/22/92	Patrol Officer
Moody, Deric E.	05/22/92	Patrol Officer
Rivera, Peter	05/22/92	Patrol Officer
Cleary, Colin	05/21/93	Corporal
Martin, Walter B.	05/21/93	Patrol Officer
Archie, Robert D.	05/21/93	Patrol Officer
Jenkins, Levell	05/21/93	Investigator
Aldrich, Kirk E.	05/21/93	Patrol Officer
Trovy, Paula A.	05/20/94	Patrol Officer
Rodriguez, Luis	05/20/94	Corporal
Ryan, Thomas	05/20/94	Patrol Officer
McKenzie, Robert E.	05/20/94	Patrol Officer
Olivera, Gabriel	05/20/94	Patrol Officer
Lamonto, Michael S.	05/18/95	Patrol Officer
Bielenda, Christine C.	05/18/95	Investigator
Abromitis, Todd A.	05/18/95	Patrol Officer
Davis, Laura	05/18/95	Patrol Officer
Shoeman, Rodney D.	05/18/95	Investigator
Brown, Leslie A.	05/18/95	Patrol Officer
Galkowski, James	05/20/96	Patrol Officer
Barrelet, Stephanie	05/20/96	Patrol Officer
Hooper, Milo	05/20/96	Patrol Officer
Rossetti, Andrew W.	05/19/97	Patrol Officer
Marsh, Jeffrey D.	05/19/97	Patrol Officer
Brinker, Jason D.	09/15/97	Patrol Officer
Sunday, Chad A.	09/15/97	Patrol Officer
Delozier, Christopher J.	09/15/97	Patrol Officer
Fulton, Mark S.	09/15/97	Patrol Officer

<u>Officer</u>	<u>Date of Employment</u>	<u>Rank</u>
Donofrio, Shawn M.	09/15/97	Patrol Officer
Cornick, Sean D.	09/15/97	Patrol Officer
Ferrari, Jarret J.	09/15/97	Patrol Officer
Nordstrom, Matthew A.	09/14/98	Patrol Officer
Krokos, Christopher	09/14/98	Patrol Officer
Wealand, Terry D.	09/14/98	Patrol Officer
Akakpo-Martin, Atah H.	05/17/99	Patrol Officer
Hawkins, III, James R.	05/17/99	Patrol Officer
Henry, Delon K.	05/17/99	Patrol Officer
Kimmick, III, William H.	05/17/99	Patrol Officer
Kunkel, Branden L.	05/17/99	Patrol Officer
Meik, Tyron E.	05/17/99	Patrol Officer
Neal, Ryan J.	05/17/99	Patrol Officer
Turchetta, Jason G.	05/17/99	Patrol Officer
Johnson, Harold	05/15/00	Patrol Officer
Kennedy, Quinten	05/15/00	Patrol Officer
Fleagle, Robert	05/15/00	Patrol Officer
Hall, Marc E.	01/08/01	Patrol Officer
Silvio, Christopher M.	01/08/01	Patrol Officer
Sanderson, Michael P.	01/08/01	Patrol Officer
Marshall, Joseph C.	01/08/01	Patrol Officer
Grynkeiwicz, III, Edward V.	01/08/01	Patrol Officer
Minnier, Robert J.	01/08/01	Patrol Officer
Gold, Aaron J.	01/08/01	Patrol Officer
Brooks, Timothy G.	01/08/01	Patrol Officer
McNaughton, Marc A.	01/08/01	Patrol Officer
Gonzalez, Libertad	01/08/01	Patrol Officer
Gibney, Richard C.	01/08/01	Patrol Officer
Williams, Karen A.	01/08/01	Patrol Officer
Peiper, Daniel L.	01/08/01	Patrol Officer
Young, Jr., Kenneth L.	01/08/01	Patrol Officer
Jenkins, Daniel B.	01/08/01	Patrol Officer
Covey, Teresa	01/08/01	Patrol Officer
Iachini, Jr., Richard J.	01/08/01	Patrol Officer
Miller, Garrett R.	01/08/01	Patrol Officer
Zimmerman, Jr., Ronald L.	01/22/02	Patrol Officer
Fenton, Derek W.	01/22/02	Patrol Officer
Owens, Jr., William H.	01/22/02	Patrol Officer
Doll, John A.	01/22/02	Patrol Officer
Canfield, Craig D.	01/22/02	Patrol Officer
Lauver, Stacey L.	01/22/02	Patrol Officer
Clark, Jeffrey H.	01/22/02	Patrol Officer
Tunall, Matthew E.	01/22/02	Patrol Officer

<u>Officer</u>	<u>Date of Employment</u>	<u>Rank</u>
Bradney, Steven A.	01/22/02	Patrol Officer
Swank, Jr., Robert W.	07/08/02	Patrol Officer
Bates, Darrin A.	07/08/02	Patrol Officer
English, Kelly J.	07/08/02	Patrol Officer
Paul, Jason J.	07/08/02	Patrol Officer

*INDICATES SENIORITY FOR THE FOLLOWING ONLY: Pension
Number of Vacation Days

*ACTUAL DATES OF SERVICE ARE AS FOLLOWS:

Zglenski, Robert S.	06/23/80	Patrol Officer
Ames, Sheldon	01/09/84	Lieutenant

**NON-SWORN
DISTRIBUTION OF PERSONNEL**

Office of the Chief of Police	5
Technical Services Division	28
Uniformed Patrol Division	13
Criminal Investigation Division	2
Total	48

ASSIGNMENT BY RACE AND SEX

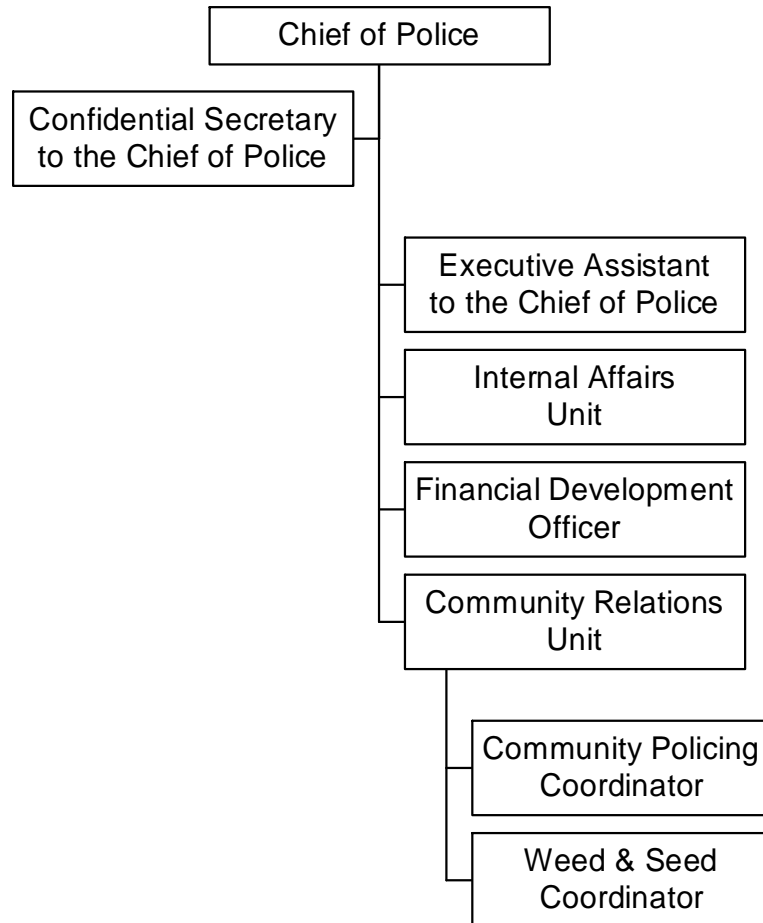
	White Male	White Female	Black Male	Black Female	Hispanic Male	Hispanic Female
Traffic Services Administrator				1		
Support Supervisor		1				
Community Policing Coordinator			1			
Communications Center Supervisor	3	2				
Communications Center Operator	4	6	2	4		1
Records Center Operator		2		1		1
Parking Enforcement Officer	1		5	1	1	1
Animal Control Officer	1					
Administrative Assistant	1	2				
Secretary		1				1
Clerk Typist				1		
Financial Development Officer		1				
Confidential Secretary to Chief of Police		1				
Executive Assistant to Chief of Police	1					
Total	11	16	8	8	1	4

HARRISBURG BUREAU OF POLICE
CIVILIAN PERSONNEL

Harman, Steven P.	02/20/73	Communications Center Supervisor
Potteiger, Rose M.	08/16/76	Administrative Assistant
Good, Kerry J.	08/30/76	Records Center Operator
Patry, Sandra L.	08/24/77	Administrative Assistant
Solivan, Helen M.	02/13/78	Quality Assurance/Training Officer
Wilson, Carla D.	04/23/79	Records Center Operator II
Moore, William E.	10/30/83	Communications Center Supervisor
Cooksey, Rene	07/08/85	Telecommunicator IV
Macri, Mattea L.	09/03/85	Telecommunicator IV
Lamke, Fred R.	11/04/85	Dog Law Enforcement Officer II
Douglas, Oscar L.	12/30/85	Community Policing Coordinator
Cobb, Lorraine I.	03/10/86	Traffic Services Administrator
Oliphant, Greta H.	03/17/86	Support Supervisor
Collier, Charlene A.	05/04/87	Telecommunicator IV
Quinones, Blanca I.	08/01/88	Parking Enforcement Officer II
Terry, Robin	08/01/88	Parking Enforcement Officer II
Smith, Patricia A.	02/15/89	Training/Quality Assurance
Layton, Gwendolyn T.	08/28/89	Telecommunicator IV
Baskins, Maurice N.	10/30/89	Parking Enforcement Officer II
Baker, Debra A.	11/20/89	Telecommunicator IV
Anderson, Kevin T.	03/05/90	Community Policing Assistant
Rathfon, Christian M.	06/10/91	Communications Center Supervisor
Lopez, Hector D.	08/05/91	Parking Enforcement Officer
Over, Laurie A.	09/09/91	Telecommunicator IV
Hess, Garth M. Jr.	02/10/92	Telecommunicator IV
Carrasquillo, Ruth	07/20/92	Telecommunicator IV
Grant, James R.	11/30/92	Parking Enforcement Officer II
Reese, Kenneth A.	03/22/93	Administrative Assistant I
Chism, Nanette S.	05/31/94	Clerk Typist/Data Entry Operator
Lusk, Debra L.	07/25/94	Secretary II
Bey, Hadiel T.	06/05/95	Parking Enforcement Officer II
Corbett, Paul J., II	07/10/95	Telecommunicator IV
Proctor, Edward R.	10/30/95	Parking Enforcement Officer II
Yanich, Diane M.	07/08/96	Confidential Secretary
Hakeem-El, Shakur D.	07/07/97	Parking Enforcement Officer
Badillo, Caridad	07/20/98	Secretary I
Sohomuch, Ann	09/14/98	Telecommunicator II
Cruz, Melissa	11/22/99	Records Center Operator II
Anthony, Wilfred Jr.	08/14/00	Parking Enforcement Officer
Williams, Theresa J.	01/01/01	Communications Center Supervisor
Miller, Elsie	01/02/01	Telecommunicator II
Clea, Janice	01/02/01	Telecommunicator II

Terrell, Lisa Y.	10/09/01	Telecommunicator II
Sutton, Cherice T.	10/09/01	Telecommunicator II
Edmonds, Tamyra J.	04/08/02	Telecommunicator II
Lesperance, Joseph P.	07/29/02	Communication Supervisor
Baker, Kristin M.	07/29/02	Telecommunicator II
Smith, Valerie V.	08/05/02	Financial Development Officer
McHale, Jr., Peter J.	08/12/02	Communication Supervisor
Petrea, Luther W.	08/26/02	Communication Supervisor
Nelson, Kevin P.	09/16/02	Assistant to the Chief of Police

OFFICE OF THE CHIEF OF POLICE ORGANIZATIONAL CHART



INTERNAL AFFAIRS UNIT

CITIZEN COMPLAINTS

ALLEGATION	REC'D	COMPLAINANT				OFFICER				FINDINGS*			
		W/M	B/M	W/F	B/F	W/M	B/M	H/M	W/F	S	NS	U	EX
Excessive Force	04/19/02				1		1						X
Excessive Force	09/17/02				1	2			1				X
Conduct Unbec	01/18/02		1			3							X
Conduct Unbec	01/29/02			1					1	X			
Conduct Unbec	02/21/02				1	2			1				X
Conduct Unbec	07/01/02				1	2							X
Neglect of Duty	03/14/02			1			2			X			
Neglect of Duty	08/21/02	1					3		1				X
Verbal Abuse	05/01/02		1									X	
Criminal Cond	08/20/02		1			1							X
TOTAL	10	1	3	2	4	10	6		4	2		1	7

OTHER

ALLEGATION	REC'D	OFFICER/CIVILIAN				FINDINGS*			
		W/M	B/M	W/F	B/F	S	NS	U	EX
Discharge Firearm	01/04/02	1				X			
Conduct Unbecoming	01/11/02		3			X			
Discharge Firearm	01/15/02	1							X
Conduct Unbecoming	04/15/02		1						X
Residency	05/02/02		1			X			
Neglect of Duty	09/04/02			1		X			
Residency	11/12/02		1					X	
Neglect of Duty	11/27/02		1			X			
Conduct Unbecoming	12/06/02		1			X			
TOTAL	9	2	8	1		6		1	2

FINDINGS* S = SUSTAINED
 NS = NOT SUSTAINED
 U = UNFOUNDED
 EX = EXONERATED

RECRUITMENT

In 2002, fifteen (15) individuals were selected and hired for the position of Police Officer. The process of becoming a Harrisburg Police Officer involves a Written Examination, Physical Agility Test, Panel Interview, Psychological Examination, Voice Stress Analysis, Background Investigation and a Physical Examination.

	2001	2002
White Male	16	12
White Female	1	2
Black Male	2	1
Black Female		
Hispanic Male		
Hispanic Female	1	
Asian Male		
Asian Female	1	
TOTAL	21	15

CRIME PREVENTION AND COMMUNITY RELATIONS

The Crime Prevention/Community Relations Unit is dedicated to reducing crime through citizen involvement. With constant utilization of the Neighborhood Crime Watch Program through community meetings and officer involvement, many new and innovative programs were developed to increase this interaction. This Unit is responsible for approximately thirty (30) programs, projects and activities directly related to its overall mission of crime reduction and community service.

Crime Prevention/Community Relations Unit programs, projects and activities are as follows:

1. **The Diversion Program (Teenagers)**
Provides intervention and counseling services for teenagers and their families on such matters as behavioral problems, supervision and disciplinary problems, truancy and other related family matters. (Juvenile Offender Unit)
2. **Youth Cadet Program**
A jointly sponsored program between the Police Bureau and the Harrisburg School district, established at the Harrisburg Middle School, provides police leadership and instruction training as related to the law enforcement profession. (Juvenile Offender Unit)
3. **Officer Friendly Program**
A uniformed police officer provides training and educational programs to young students and civic associations dealing with crime prevention.
4. **Officer McGruff the Crime Dog**
Members of the Police Bureau go into the community and give talks on various areas of crime prevention, including both personal and property safety, and tips on reducing crime and target areas for specific groups of citizens. Talks are supplemented by various brochures and other documents in conjunction with the Neighborhood Crime Watch Program.
5. **Neighborhood Crime Watch Program**
Designed to encourage residents to participate in block watching and other crime prevention programs in their neighborhoods. Interested parties are provided with a packet containing information on how to start a Crime Watch Group in their area and what direct services the City offers to help in organizing such a group.
6. **Ride Along Program**
The Ride-Along/Walk-Along programs were created in 1988 in order to foster greater understanding of the role of law enforcement officers in the community. The programs give participants a unique opportunity to directly experience the components of police work.

7. **Citizens' Police Academy**
This 9-week Academy is designed for citizens to learn more about their local law enforcement agency. This program provides a source of education in law enforcement issues.
8. **Firearms Safety Program**
Designed for young people to help insure their safety and avoid possible injury and/or death through careless handling and usage of firearms. Firearms safety means treating firearms with respect, care and caution.
9. **Summer Safety Program**
A program of the Crime Prevention Unit in which basic safety tips are given to small children who attend the summer session of the Y.W.C.A. It is composed of approximately twelve (12) lessons, one per week, lasting forty-five (45) minutes each.
10. **Halloween Safety Program**
A police officer gives children safety tips on how to protect themselves during Halloween night.
11. **Stranger Beware Program**
Members of the Community Relations/Crime Prevention Unit, along with Officer McGruff the Crime Dog, appear at local schools and daycare centers and offer safety tips to youngsters regarding talking to strangers.
12. **Public Housing Crime Prevention Program**
This program, designed to assist in the development of block watches, achieves its goal through lectures and seminars.
13. **Business Police Academy**
Business owners, managers and employees attend a nine-week Academy designed to learn more about their local law enforcement agency. This program provides a source of education in law enforcement issues.
14. **Crime Stoppers Program**
Under this reward program for information leading to the arrest of criminal offenders, the Crime Prevention/Community Relations Unit serves as coordinator for both the State and the Dauphin County District Attorney's office program.
15. **Emergency Business Contact Program**
Designed specifically for businesses within the community. Each business fills out a form identifying the owner and three (3) emergency contact employees. The information is placed in the computer for emergency purposes. The respective business is issued a specific number and sticker, which are placed in the window, enabling police officers to call in the code number on the sticker and extract the emergency information.

16. **Sunshine Line (Senior Citizens)**
Designed to protect the health and safety of senior citizens living alone, disabled or handicapped. Personal and medical information is distributed to police officers and medical personnel in an emergency situation. A sticker with a number is issued to each individual participating in the program, emergency contact data and medical information is placed in the computer and when information is needed by a police officer, the number is called in and the information provided.
17. **Combat Auto Theft Program (C.A.T.)**
This program is designed for City residents who own vehicles. Under the program, vehicles are registered with the Police Bureau and receive a sticker with a number on it to place in the car window. Information on owners, operators and vehicles are stored in the computer by sticker numbers. Owners specify times when the vehicle is not normally used and if the vehicle is seen in operation a check of the sticker number is made to determine who the owner/operator is. By participating in the program, owners give police officers permission to stop the vehicle to make sure it is being operated by proper parties.
18. **Rape Prevention Program**
This program consists of a twenty (20) minute videotape entitled "Can't You See Me" which focuses on attitudes and values. There are presently two (2) female police officers conducting this forty-five (45) minute presentation for schools, human services agencies and crisis management groups.
19. **Trash Buster Program**
Based on the reward concept of the Crime Stoppers Program, the City of Harrisburg offers up to \$250.00 for information leading to the arrest and conviction of litterers and illegal trash dumpers. This effort is coordinated by the Crime Prevention/ Community Relations Unit.
20. **Neighborhood Mediation Program**
Under this program an integral part of the Community Relations Unit's responsibilities, efforts are made in the areas of neighborhood disturbances, noise complaints and interpersonal conflicts. Youth gangs and their repercussions are examined on a yearly basis. The Community Relation/Crime Prevention officer works in conjunction with the Neighborhood Dispute Settlement program of Dauphin County in this area.
21. **Residential Security Survey Program**
Trained police officers check the security of homes in their communities at the request of the owners or occupants. Officers discuss security habits with the residents and familiarize them with criminal behavior. Residents receive a copy of the survey and the recommendations made by the security officers.

22. **Business Security Survey Program**
Business sites are inspected, business practices reviewed and a detailed confidential report stressing crime risk management principles are provided to the owner or occupant.
23. **Operation Identification**
This program encourages the use of a City-provided engraving device for marking personal property. Operation I.D. stickers are issued to the participants of the program, which are applied to exterior doors or windows, warning potential housebreakers that all valuables on the premises have been marked for easy identification.
24. **Taxis On Patrol**
Employees of the Yellow Cab Company are trained to report criminal activity accurately and efficiently and work closely with member of the Police Bureau. Taxis on Patrol also serve as extra eyes and ears in combating crime in the community, and, by displaying the program sticker may aid in reducing criminal activity in their area of operation.
25. **Hug-A-Bear Program**
The Harrisburg Bureau of Police, in conjunction with the Central Pennsylvania Kappa Delta Alumni Association, has developed a program whereby police officers investigating incidents that involve children under emotional and stressful conditions issue a teddy bear to the children in an effort to ease the tension and provide a reassuring object for the children to focus on.
26. **Drug Abuse Resistance Education Project (D.A.R.E.)**
This prevention program's aim is to equip youth with skills to resist the peer pressure to experiment and use harmful drugs. This program is implemented by the Harrisburg Police Bureau and the Harrisburg School District.
27. **Holiday Safety Tips**
A police officer gives safety tips to all individuals in all kinds of workplace environments.
28. **Retail Theft Seminar (Shoplifting)**
The Crime Prevention/Community Relations Unit provides a Retail Theft Program, which includes a 15-minute film on techniques, used in shoplifting and a lecture on specific types of shoplifters, their motivation and what is needed for successful prosecution.
29. **Personal Protection Awareness Seminar**
This seminar includes a discussion of safety measures for individuals, a display of safety devices and a demonstration on safety.
30. **SCAMS & Con-Games Seminar**
This seminar includes tips on how to detect and avoid scams, etc.

31. Bicycle Safety

Designed to teach children about bicycle safety, rules of the road and bicycle laws.

32. Crime Prevention Hot Line

This program is designed to encourage citizens of the community to call police about Bureau policy and practices and also gives crime prevention tips to residents, such as what to look for and how to report crimes.

33. Speakers Bureau:

Drug and Alcohol Abuse
Juvenile Justice System
Criminal Justice System
Domestic Violence
School Safety

COMMUNITY POLICING

The implementation of community policing necessitates fundamental changes in the structure and management of the police organization. Community policing differs from traditional policing in how the community is perceived and in its expanded policing goals. While crime control and prevention remain central priorities, community policing strategies use a wide variety of methods to address these goals. The police and the community become partners in addressing problems of disorder and neglect, i.e., public drunkenness, abandoned vehicles, loud music and dumping that, although perhaps not criminal, can eventually lead to serious crime. As links between the community and police are strengthened, over time, the ensuing partnership will be better able to pinpoint and mitigate the underlying causes of crime.

This philosophy has been adopted by the Bureau of Police and the goal of the Bureau is to adopt this policing strategy department-wide.

HOUSING AUTHORITY LIAISON UNIT

The Harrisburg Bureau of Police has participated with the Harrisburg Housing Authority in maintaining a Housing Liaison Unit since 1991. The Unit currently has four (4) fulltime patrol officers and is supervised by a corporal. This Unit performs the following assignments:

- Responding to both emergency and non-emergency calls involving the public housing community and residents.
- Engaging in proactive policing strategies, developing and maintaining rapport with the public housing residents, thus fostering an atmosphere of cooperation, compassion, coordination and peace and order in the community.
- Encourage residents to report all suspicious or criminal activity and suspected or observed abuse or neglect of people or property.
- Work with managers and resident councils to develop crime prevention programs, resident programs and youth oriented programs.

The day shift officers respond to the requests and needs of the housing managers and work closely with the housing authority staff. They have all abandoned and illegal vehicles towed from the housing authority property. The Unit develops community-based projects and handles calls for service within the community. Officers working the evening and night shifts aggressively patrol this area and make many drug and crime arrests.

There is a Community Policing Sub-Station located at 19J Hall Manor. This sub-station is used as a base of operations for officers to write reports and access reference material by using computers located here.

The Housing Authority Liaison Unit is responsible for policing the following federally subsidized housing units:

Morrison Towers
Jackson Lick Apartments
Cameron Street Projects (M.W. Smith Homes, Howard Day Homes and HillsideVillage)
Hoverter Homes
Hall Manor

HOUSING AUTHORITY LIAISON UNIT

CALLS FOR SERVICE

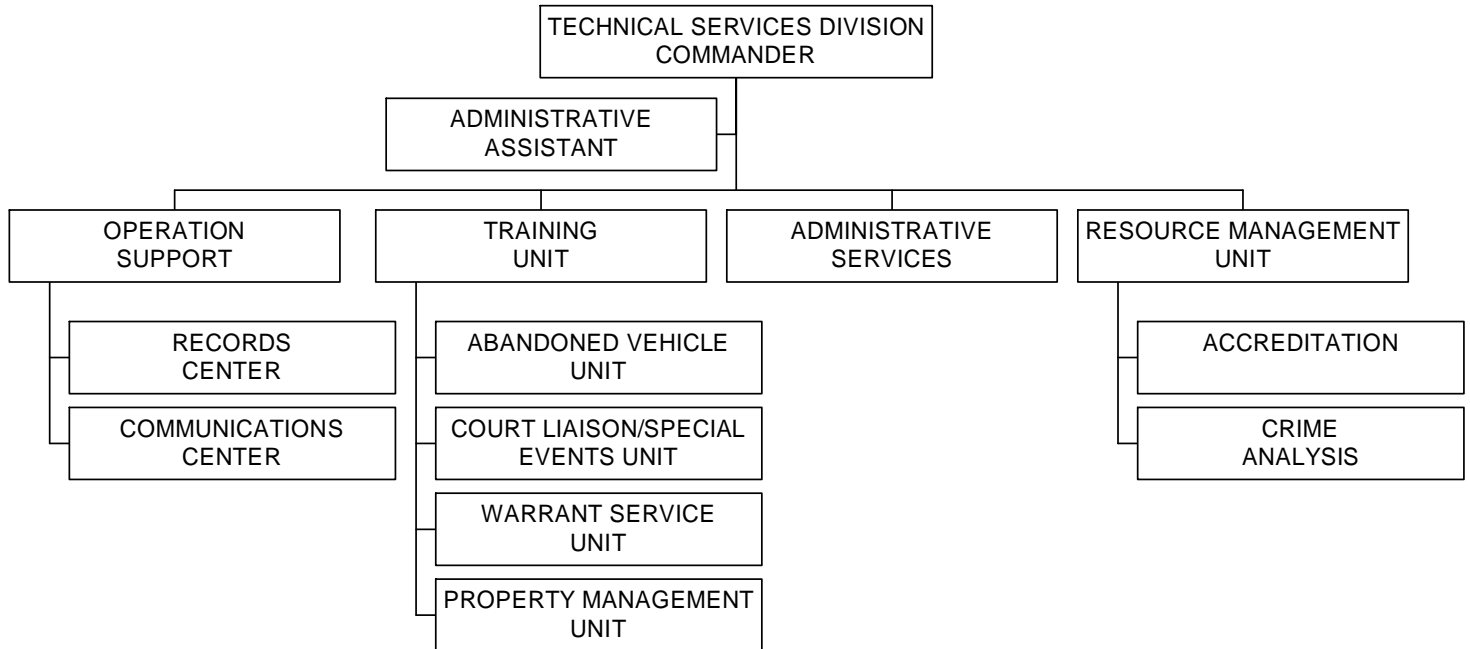
2002	HUD OFFICERS	BUREAU RESPONSE
MORRISON TOWERS	21	104
JACKSON LICK TOWERS	49	328
CAMERON STREET PROJECTS	513	1,109
HOVERTER HOMES	602	941
HALL MANOR	2,143	3,922
TOTAL	3,328	6,404

FEDERALLY SUBSIDIZED HOUSING PART I CRIMES

	2001	2002
HOMICIDE	0	1
RAPE	2	2
ROBBERY	15	72
ASSAULT	14	30
DOMESTIC ASSAULT	57	46
BURGLARY	18	34
THEFT	21	72
VEHICLE THEFT	12	13
ARSON	0	2
TOTAL	139	222

In September of 2002, the Housing Authority Liaison Unit was disbanded because federal funds were depleted. All officers were reassigned.

TECHNICAL SERVICES DIVISION ORGANIZATIONAL CHART



TECHNICAL SERVICES DIVISION

OVERVIEW

The Bureau's Technical Services Division consists of a variety of units that are commanded by the Technical Services Division Commander. The Commander is also responsible for the maintenance of the Bureau's Accreditation Program. The following units are in this Division:

- Operations/Support Section
- Training Unit/Field Training Program
- Resource Management Unit
- Property Management Unit
- Abandoned Vehicle Unit
- Court Liaison/Special Events Unit
- Warrant/Process Services Unit
- Administrative Services Unit

A synopsis of the above-mentioned units is provided in the following pages, in addition to each unit's 2002 activities.

OPERATIONS SUPPORT SECTION

The Operations Support Section is composed of the Communications Center and Records Center and is supervised by a civilian administrator.

COMMUNICATIONS CENTER

The function of the Communications Center is to receive, evaluate and direct all public safety service requests for both Police and Fire Bureaus. Although the actual dispatch function for fire calls has been transferred to Dauphin County Control, the Communications Center still receives the initial call if it originates from a City telephone exchange. They also act as the initial contact point for numerous calls requesting services from Public Works, Sanitation and all other City departments.

The Communications Center is responsible for all police radio dispatch activity, both through voice and CAD systems. Additional functions include but are not limited to file maintenance, correspondence preparation, interagency relations, the collection and distribution of critical daily information and the retention/distribution of a vast array of warrants, criminal complaints, court orders and other judicial system documentation.

CENTRAL RECORDS CENTER

The Bureau of Police has rapidly made a giant leap into the computer age with the installation of a computer-based automated field reporting system. Almost all police reports are now entered directly into the central computer system, thus eliminating much of the usual plethora of paper documents. This aspect of policing continues to evolve into full automation with the inception of electronic transfer of fingerprint and photographic data. Computerization has also resulted in the automated capture and transfer of all Uniform Crime Report data directly from the field reporting system, eliminating, with minor exceptions, the need for a written monthly report to the Pennsylvania State Police.

The Central Records Center is the repository for all "hard copy" reports, criminal history records and related documents generated by the Bureau of Police and associated agencies. It is operated by a staff of four (4) civilians employees, and their function is to process and manage police information in such a way that will permit instantaneous retrieval of data and source documents upon request on a multi-jurisdictional basis.

Additional functions include accounting for fine and cost monies, operate Criminal Identification System (micro-disc), microfilming police records, responding to requests for information and interacting with all branches of the judicial system on a daily basis. Personnel assigned to the Records Center routinely assist police investigators from a myriad of jurisdictions in obtaining criminal identifications and identity verifications. With the inception of the Bureau's automated reporting system and the electronic integration of this system with numerous other criminal justice agencies, the Records Center has become the initial quality control point. Data errors, omissions and inaccuracies are detected and corrected at this central point.

COMMUNICATIONS CENTER ACTIVITY COMPARISON

	2001	2002
JANUARY	14,215	15,432
FEBRUARY	12,115	13,981
MARCH	14,108	16,121
APRIL	13,907	16,191
MAY	14,702	16,517
JUNE	14,470	16,067
JULY	14,412	14,867
AUGUST	14,190	14,928
SEPTEMBER	13,705	14,749
OCTOBER	14,470	15,972
NOVEMBER	13,612	16,033
DECEMBER	13,354	14,000
TOTAL	167,528	184,858

POLICE CALLS FOR SERVICE

	ANNUAL		DAILY		HOURLY	
	2001	2002	2001	2002	2001	2002
CALLS FOR SERVICE	48,044	49,246	132	135	6	6
DIRECTED ACTIVITY	39,406	50,817	108	139	4	6
ADMINISTRATIVE DUTIES	71,010	74,875	195	205	8	9
UNCOMMITTED PATROL TIME	6,159	8,991	17	25	1	1

SUNDAY		MONDAY		TUESDAY		WEDNESDAY		THURSDAY		FRIDAY		SATURDAY	
2001	2002	2001	2002	2001	2002	2001	2002	2001	2002	2001	2002	2001	2002
5,866	5,886	6,869	6,790	6,807	7,271	6,991	7,398	7,245	7,081	7,450	7,813	6,816	7,007
12.2 %	11.9 %	14.3 %	13.8 %	14.2 %	14.8 %	14.5 %	15.0 %	15.1 %	14.4 %	15.5 %	15.9 %	14.2 %	14.2 %

HOUR (MILITARY)	CALLS	RANK ORDER
2400-0100	1,677	18
0100-0200	1,431	19
0200-0300	1,429	20
0300-0400	968	21
0400-0500	756	22
0500-0600	690	23
0600-0700	679	24
0700-0800	1,790	17
0800-0900	2,713	2
0900-1000	2,624	5
1000-1100	2,661	4
1100-1200	2,559	9
1200-1300	2,436	12
1300-1400	2,526	10
1400-1500	2,613	6
1500-1600	2,578	8
1600-1700	2,667	3
1700-1800	2,759	1
1800-1900	2,578	7
1900-2000	2,473	11
2000-2100	2,377	13
2100-2200	2,270	14
2200-2300	2,200	15
2300-2400	1,792	16
TOTAL	49,246	

TRAINING UNIT

The Bureau's Training Unit is managed by a Police Lieutenant. In addition to coordinating and scheduling all training for the department, this Unit also maintains all training records to ensure that each officer of the Bureau maintains standards of certifications as set forth by the Municipal Police Officers Education and Training Commission. The Training Unit is also responsible for all Bureau firearms qualifications and interfacing with the police training at HACC Public Safety Center Academy and the Pennsylvania State Police Academy.

During 2002, officers of the Harrisburg Bureau of Police attended over 44 courses, seminars or Programs. Listed below by category is the training obtained.

M.P.O.E.T.C Updates

Legal Updates
Health and Fitness
Mental Health and Behavioral Issues
Technology and the First Responder
Leadership in Law Enforcement
FATS Judgmental Shooting Simulation

M.P.O.E.T.C Mandatory Training

Basic Training Academy (HACC)
First Aid Re-certification
CPR Re-certification
Firearms Training and Qualifications

Non-Mandatory Training Course Titles

Advanced Interview and Interrogation
Basic Auto Theft Investigation
Bullet Proof Mind Seminar
Immediate Action-Rapid Deployment
PA Juvenile Law Updates
P.O.S.I.T. (Basic Supervisory)
P.O.S.I.T. (Advanced Supervisory)
Verbal Judo
Commercial Vehicle Code Enforcement
Police Firearms Instructor
Gang Identification
Hidden Compartment Detection
Police Patrol Dog Training
Police Detection Dog Training
Police Accelerant Detection Dog Training
Basic Warrant Execution
Computer Search and Seizure
Identifying Deceptive Behavior
Crisis Negotiations

In-House or Ongoing Training

Booking Room Operations
Ten Printer Processing
C.L.E.A.N./N.C.I.C. Training & Certification
Digital Crime Scene Photography
Latent Print Examination and Lifting
Forensic Crime Scene Examination
Use of Force / Self Defense
METRO and DCAD Updates
Sexual Harassment Policy Updates
Family Medical Leave Policy Updates
Orientation for New Recruits
Field Training Program for New Recruits
K-9 Training
Crisis Response Team Member Training
Gas Mask Fit Test Training

The following training periodicals or publications were distributed to Bureau personnel:

Quinlan Press, Arrest Law Bulletin (Monthly)
Quinlan Press, Search and Seizure Bulletin (Monthly)
Quinlan Press, Domestic Violence Prevention Bulletin (Monthly)
Quinlan Press, School Violence Prevention Bulletin (Monthly)
Quinlan Press, Narcotics Law Bulletin (Monthly)
Narcotics Digest (Weekly)
Police Immunity Bulletin (Monthly)
All newly revised Bureau General Orders
All issued Special Orders (affected personnel only)

An ancillary function of the Unit is to coordinate all training of civilian Telecommunicators assigned to the Bureau's Communications Center. This is accomplished through the use of a specialist in Pennsylvania Emergency Management Agency regulations assigned as Communications Center Trainer. Training is accomplished in segments and proficiency is constantly monitored.

Training Topics Include:

Bureau General Orders
Bureau Special Orders
Work Rules for Non-Uniform Contract Employees
METRO and DCAD System
Warrant Files
Protection from Abuse Files (PFA)
C.L.E.A.N./N.C.I.C. Training & Certification

TTY/TDD Hearing Impaired Equipment
City Geography
Data Entry of Bureau Warrants and Citations
PennDot System Training and Certification
Enhanced 911 System Operation
PA Crime Code and Vehicle Code
Direct Alarm Connect System
Radio and Orbacom Systems
Dispatching of Police Responders
Primary and Secondary Radio Duty
HAZMAT/DOT Materials
Terrorism Awareness
Sheltering
Incident Command Procedures
Training/Mentor Program
PEMA Regulations

All Communications Center employees are tested to meet standards set by PEMA (The Pennsylvania Emergency Management Agency), CLEAN (The Commonwealth Law Enforcement Network), NCIC (National Crime Information Center) and this Bureau.

PROPERTY MANAGEMENT UNIT

The Harrisburg Bureau of Police has in its custody three (3) types of property:

- That which is in the custody of the Bureau
- That which is acquired by the Bureau as found, recovered or evidentiary property
- That which is acquired, owned or used by the Bureau

Since 1989, the Property Management Unit has had oversight responsibility for the Bureau's property. The Unit is divided into two (2) areas:

- Evidence and Property Custodian
- Property Maintenance Officer

The Evidence Custodian is responsible for the adjudication, whether through law, policy or both. The control of evidentiary property, as adjudicated by the Evidence Custodian, is an extremely critical area of the public trust, and measures regarding its handling, security and disposition are the matter of strict policy guidelines.

The Property Management Officer is responsible for all Bureau property. This officer works in conjunction with the Department of Administration's Officer of Budget and Analysis, which maintains an identification and labeling system for all capital assets of the City.

The Property Management Unit was highly praised by the assessors during the Bureau's successful 1994 re-accreditation process. The Unit continues to operate at an exemplary level of performance.

ABANDONED VEHICLE UNIT

STATISTICS

The Abandoned Vehicle Unit of the Harrisburg Police Bureau has the responsibility of processing all abandoned vehicle complaints made by police officers or citizens.

The officer assigned to the Unit investigates all complaints and arranges the removal of abandoned vehicles according to statutes. Below is the 2001/2002 comparison of the activity of the Abandoned Vehicle Unit.

PROPERTY	2001	2002
"Notice to Remove" Placards Placed	1,344	1,407
Vehicles Moved By Owners	1,208	1,228
Abandoned Vehicle Citation	1,050	680
Certified Notifications Mailed	635	665
Follow-up on Placarded Vehicles	1,451	1,733
Vehicles Inventoried/Towed	1,227	1,394

COURT LIAISON/SPECIAL EVENTS OFFICER

The Court Liaison Office coordinates the court scheduling process and serves as liaison between the Bureau of Police and the Dauphin County District Attorney's Office. This officer is responsible for assuring the attendance of Bureau officers schedules for court appearances and providing cancellation notifications and subpoenas.

The Court Liaison Officer reviews daily a list of officers scheduled for court and eliminates those officers who are not needed.

Below is a comparison of 2001/2002 court activities. As indicated, \$222,930 in overtime costs were saved through the efforts of this officer.

	COURT DAYS	OFFICERS SUBPOENAED	OFFICERS CANCELLED	OFFICERS ATTENDING	OVERTIME COSTS	OVERTIME COSTS SAVED
2001	152	8,889	7,350	1,539	\$ 75,956.49	\$220,500.00
2002	152	8,905	7,431	1,474	\$129,817.11	\$222,930.00

Additionally, the multifunctional position serves as the Bureau's Special Events Coordinator, receiving, evaluating and creating operational protocols for the Bureau's Annual Event Calendar. During 2002, there were 37 major events requiring additional or specialized personnel and logistics.

RESOURCE MANAGEMENT UNIT

In 2002, the Resource Management Unit was staffed by one police officer. This Unit, which reports directly to the Commander of the Technical Services Division, is responsible for the following functions:

1. Crime Analysis

- In addition to preparing monthly crime and officer productivity reports, this Unit responds to any requests for specific crime analysis information.
- The Unit added additional data to the monthly in-house statistical reports in an effort to provide more information to Bureau supervisors.
- The Unit implemented reports keeping statistics on juvenile arrests and calls for service.
- The Unit implemented tracking reports for robbery, burglary, larceny and auto theft. These statistics are reported by district.

2. Planning

- The primary planning function for the Resource Management Unit is the writing and revision of Bureau policy including General and Special Orders.

3. Accreditation Activities

- This Unit is responsible for the re-accreditation process by reviewing all accreditation files for compliance with C.A.L.E.A. standards. All General Orders, Special Orders and Bureau manuals are reviewed for compliance.

STATISTICAL ANALYSIS

The statistical component of the Resource Management Unit compiles crime data and produces periodic reports measuring criminal activity and identifying crime trends.

The standard used to measure the criminal activity is the Federal Bureau of Investigations Uniform Crime Reporting System (UCR). All police agencies use the UCR's Part I Crime Categories, i.e., Homicide, Rape, Robbery, Assault, Burglary, Theft, Motor Vehicle Theft and Arson for the purpose of establishing a crime index within their jurisdictions.

During 2002, the City of Harrisburg recorded 2,969 Part I Crimes.

CATEGORY	2001	2002	% CHANGE
HOMICIDE	9	12	+33.33%
RAPE	39	47	+17.50%
ROBBERY	323	346	+6.70%
ASSAULT	288	290	+0.69%
BURGLARY	572	586	+1.90%
THEFT	1,687	1,535	-9.01%
AUTO THEFT	182	116	-36.50%
ARSON	12	37	+208.30%
TOTAL	3,112	2,969	-4.30%

2002 Part I Crime totals are the finalized figures reported and published in the "Crime in Pennsylvania" Uniform Crime Report completed by the Pennsylvania State Police.

BUREAU CALLS FOR SERVICE

	2001	2002	NUMERICAL CHANGE	% CHANGE
TOTAL	48,044	49,246	+202	+1.68%

***2002 UCR ARREST STATISTICS**

MALES	FEMALES
3,652	1,217

ADULTS	JUVENILES
3,858	1,011

BLACKS	WHITES	OTHERS
3,584	1,269	16

ARRESTS BY ETHNIC ORIGIN

HISPANIC	475
NON-HISPANIC	4,394
TOTAL	4,869

*Does not include category numbers: 2641, 2643, 2651, 2653, and 2700 to 4800.

WARRANT/PROCESS SERVICE UNIT

The Bureau of Police has a need to provide for warrant service and to interface with all branches of the judicial system on a daily basis.

The Warrant/Process Service Unit consists of one fulltime officer. This officer is primarily Responsible for serving warrants, serving subpoenas and providing transport services. Additionally, this officer attends and testifies at preliminary hearings.

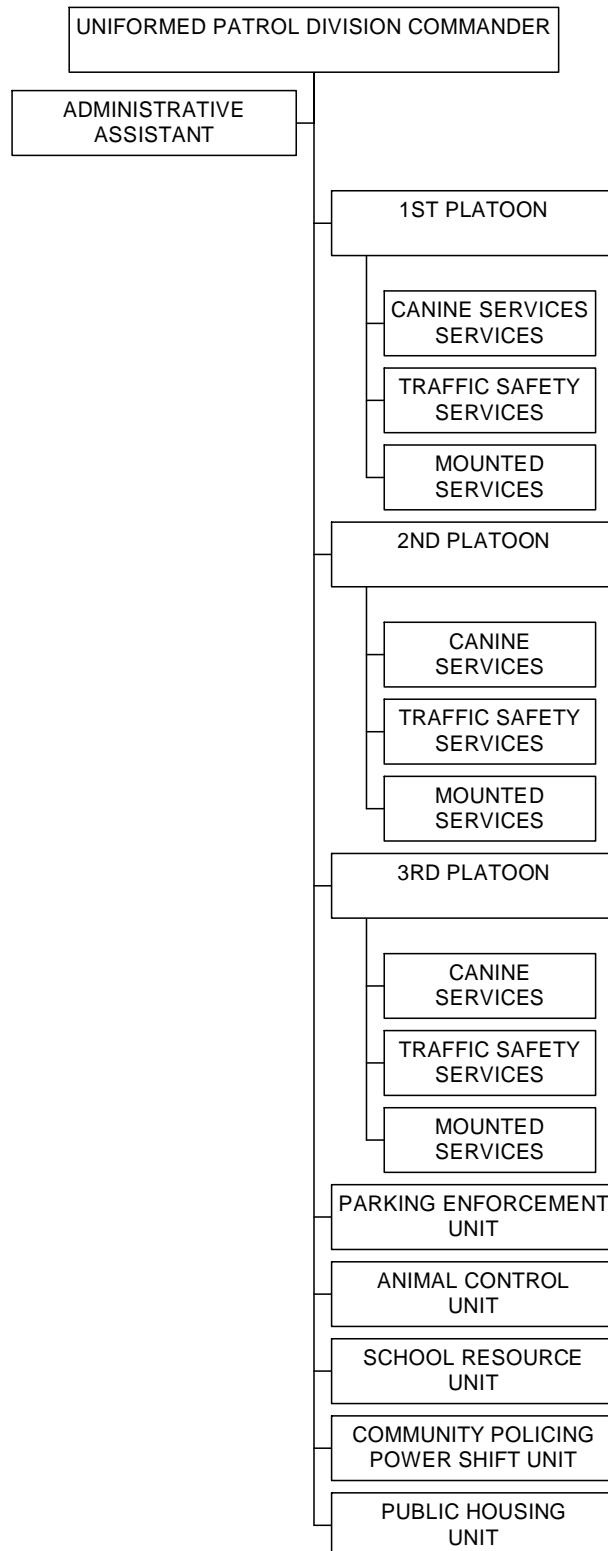
The following is a comparison of the 2001/2002 activities of the Warrant/Process Service Unit:

	2001	2002
Summary Warrants Attempted	83	87
Summary Warrants Served	83	87
Amount Owed	\$ 7,694.40	\$ 11,971.97
Amount Satisfied	\$ 7,694.40	\$ 11,971.97
Criminal Warrants Processed	45	47
Bail Posted	\$286,000.00	\$227,500.00
*Preliminary Hearings Attended	411	514
Subpoenas Served	13,446	14,059
*Total Overtime Saved (Liaison System)	\$ 27,161.94	\$ 35,627.03
Total Number of Prisoner Transported to Outside Jurisdiction Prisons	66	88
Number of Officer Cancelled (Non-Liaison System)	2,024	1,905
Amount Saved By Canceling Officers (Non-Liaison System)	\$135,379.64	\$138,567.66
Total (Liaison & Non-Liaison)	\$162,541.58	\$174,194.69

ADMINISTRATIVE LIAISON OFFICER

The Administrative Liaison Officer performs a variety of administrative functions. Foremost is the responsibility for the coordination and facilitation of the delivery of goods and services and rendering timely payment for the same. This task includes record keeping, fiscal accountability and reporting. The other responsibilities include summarizing test and evaluation results on equipment and uniforms, and coordinating all travel arrangements for Bureau personnel.

UNIFORMED PATROL DIVISION ORGANIZATIONAL CHART



UNIFORMED PATROL DIVISION

OVERVIEW

In 2002 the Uniformed Patrol Division consisted of a Commander, three (3) Platoons, Traffic Safety Unit, School Resource Officer Unit, Housing Unit, Community Policing Power Shift, Parking Enforcement Unit and an Animal Control Officer.

The command structure of the Uniformed Patrol Division is as follows:

Division Commander.....	Captain
Platoon Commander.....	Lieutenant
Traffic Safety Unit.....	Sergeant
School Resource Officer Unit.....	Sergeant
Community Policing Power Shift Unit.....	Corporal
Parking Enforcement Unit.....	Civilian Administrator
Animal Control.....	Civilian

The Uniformed Patrol Division has the largest number of uniformed officers within the Bureau. In December 2002, one hundred fifty-two (152) officers were assigned to the Uniformed Patrol Division. These men and women are the “front line” of law enforcement and respond to calls for service from the public, patrol the neighborhoods and streets of the city and respond to any other emergency that may arise.

The Parking Enforcement Unit and Animal Control Officer consist of civilian personnel and are included in this Division.

UNIFORMED PLATOON ACTIVITY

SHIFT	NUMBER OF CALLS YTD		TOTAL TIME SPENT (HOURS) YTD	
	2001	2002	2001	2002
	CALLS FOR SERVICE			
1	9,715	9,422	11,579.2	11,082.1
2	18,868	19,922	18,011.2	17,393.2
3	19,461	19,902	18,703.4	18,364.0
TOTAL	48,044	49,246	48,293.8	46,839.3

	DIRECTED ACTIVITY			
1	8,883	14,430	8,633.2	9,036.9
2	16,169	17,836	20,547.9	23,992.1
3	14,354	18,551	13,165.6	14,566.9
TOTAL	39,406	50,817	42,347.7	47,595.9

	ADMINISTRATIVE DUTIES			
1	8,476	9,366	16,408.2	17,787.4
2	45,775	45,593	103,322.5	105,878.8
3	18,759	19,946	25,066.9	29,161.5
TOTAL	73,010	74,875	144,797.6	152,827.8

	UNCOMMITTED PATROL TIME			
1	1,795	1,936	1,936.7	2,306.4
2	1,861	2,518	1,227.0	1,334.6
3	2,503	4,537	1,788.5	2,606.6
TOTAL	6,159	8,991	4,952.2	6,247.6
GRAND TOTAL	166,619	183,929	240,391.3	253,510.4

TRAFFIC SAFETY UNIT

The Traffic Safety Unit consists of a sergeant and five (5) patrol officers. This Unit is responsible for the reduction of vehicular and pedestrian accidents in the City of Harrisburg. The Unit also provides education to the public regarding safety belts and seats, drivers and vehicle registration, DUI prevention, approval of all PennDOT issued oversize/overweight loads that travel the City's roadways and any other traffic related matter. Members of the Unit have participated in the various events listed below.

- Enforcement of Traffic Laws
- Accident Investigation and Reconstruction
- Escort of Dignitaries, Funeral Processions and Parades
- Seat Belt Programs and Car Seat Check Points
- Traffic Engineering Studies
- Pennsylvania Association for Safety Education
- DUI Detection and Awareness Programs
- PA DUI Association "Top Gun" Program
- AAA New Driver Education Classes

Traffic Safety members have also represented the Harrisburg Bureau of Police, the City of Harrisburg, and its citizens at ceremonies for police officers slain in the line of duty.

TRAFFIC SAFETY TRAINING

All officers in the Traffic Safety Unit strive to be the best by taking advantage of training opportunities as they become available. This assists the Unit in remaining up-to-date on traffic safety investigation education and information as well as the newest trends/data in accident reconstruction. During 2002 the Traffic Safety Unit officers received the following training:

- Vehicle Code and Crimes Code Updates
- Firearms Training
- CPR Training
- Officer Safety Training
- Standardized Child Passenger Safety Program
- Civil Disturbance
- Self Defense
- DUI Detection
- Police In-Car Camera Criteria

MOTOR VEHICLE ACCIDENTS IN THE CITY OF HARRISBURG

MONTH	TOTAL ACCIDENTS	INVOLVING INJURY		INVOLVING DEATH	
		2001	2002	2001	2002
JANUARY	146	22	35	1	0
FEBRUARY	106	18	25	1	2
MARCH	133	20	42	0	1
APRIL	139	41	45	1	0
MAY	131	37	44	0	0
JUNE	129	26	41	0	0
JULY	109	40	41	0	2
AUGUST	155	28	41	0	1
SEPTEMBER	146	41	36	1	0
OCTOBER	152	31	50	0	0
NOVEMBER	116	16	33	0	0
DECEMBER	106	31	28	0	0
TOTAL	1,568	351	461	4	6

FATALITIES

FEBRUARY	700 BLK N 3 RD STREET 1800 BLK PAXTON STREET	PEDESTRIAN PEDESTRIAN
MARCH	1300 BLK N CAMERON STREET	DRIVER
JULY	CAMERON & ELLIOT STREETS CAMERON & PAXTON STREETS	DRIVER PASSENGER
AUGUST	2 ND & MARKET STREETS	PEDESTRIAN

ENFORCEMENT STATISTICS FOR TARGET AREAS

LOCATIONS	CITATIONS	REPORTABLE ACCIDENTS	NON-REPORTABLE ACCIDENTS
FRONT STREET	2,099	27	36
SECOND STREET	960	30	39
CAMERON STREET	276	54	36
PAXTON STREET	50	20	9
ALL OTHERS	577	249	378
TOTAL	3,962	380	498

ALL OTHER ENFORCEMENT INFORMATION

PARKING TICKETS.....	415
WARRANT ARRESTS.....	112
DUI ARRESTS.....	56
FOLLOWUP INVESTIGATIONS.....	161
NON-TRAFFIC CITATIONS.....	43
FATAL TRAFFIC ACCIDENTS.....	6

TRAFFIC SAFETY UNIT
POLICE VEHICULAR ACCIDENTS

MONTH	NUMBER	POLICE INJURY	CIVILIAN INJURY	AVOIDABLE	NON AVOIDABLE
JANUARY	3	1	1	1	2
FEBRUARY	1	0	0	0	1
MARCH	5	0	0	3	2
APRIL	2	0	0	0	2
MAY	3	0	1	1	2
JUNE	0	0	0	0	0
JULY	5	0	1	1	4
AUGUST	3	0	0	1	2
SEPTEMBER	3	0	0	0	3
OCTOBER	2	1	0	0	2
NOVEMBER	1	0	0	0	1
DECEMBER	3	0	0	0	3
TOTAL	31	3	3	7	24

Of the avoidable accidents during 2002, the following causes were determined and resulted in disciplinary charges brought against the officer involved.

- Careless driving
- Limitations on backing
- Moving vehicle from parked position
- Driving vehicle at a safe speed
- Traffic control signals
- Stop signs and yield signs
- One-way roadways

PARKING ENFORCEMENT UNIT **STATISTICS**

The primary objective of the Parking Enforcement Unit is to enforce the parking ordinances of the City of Harrisburg, the parking statutes of the Commonwealth of Pennsylvania and maintain all related documents and data for crucial reference.

Enforcement is achieved by proper deployment and scheduling of Parking Enforcement personnel in a manner that best support the Harrisburg Bureau of Police.

The Unit consists of nine (9) Parking Enforcement Officer, one (1) Data Entry Operator, one (1) Administrative Assistant and one (1) Administrator.

Listed below is a summary of the Unit activity:

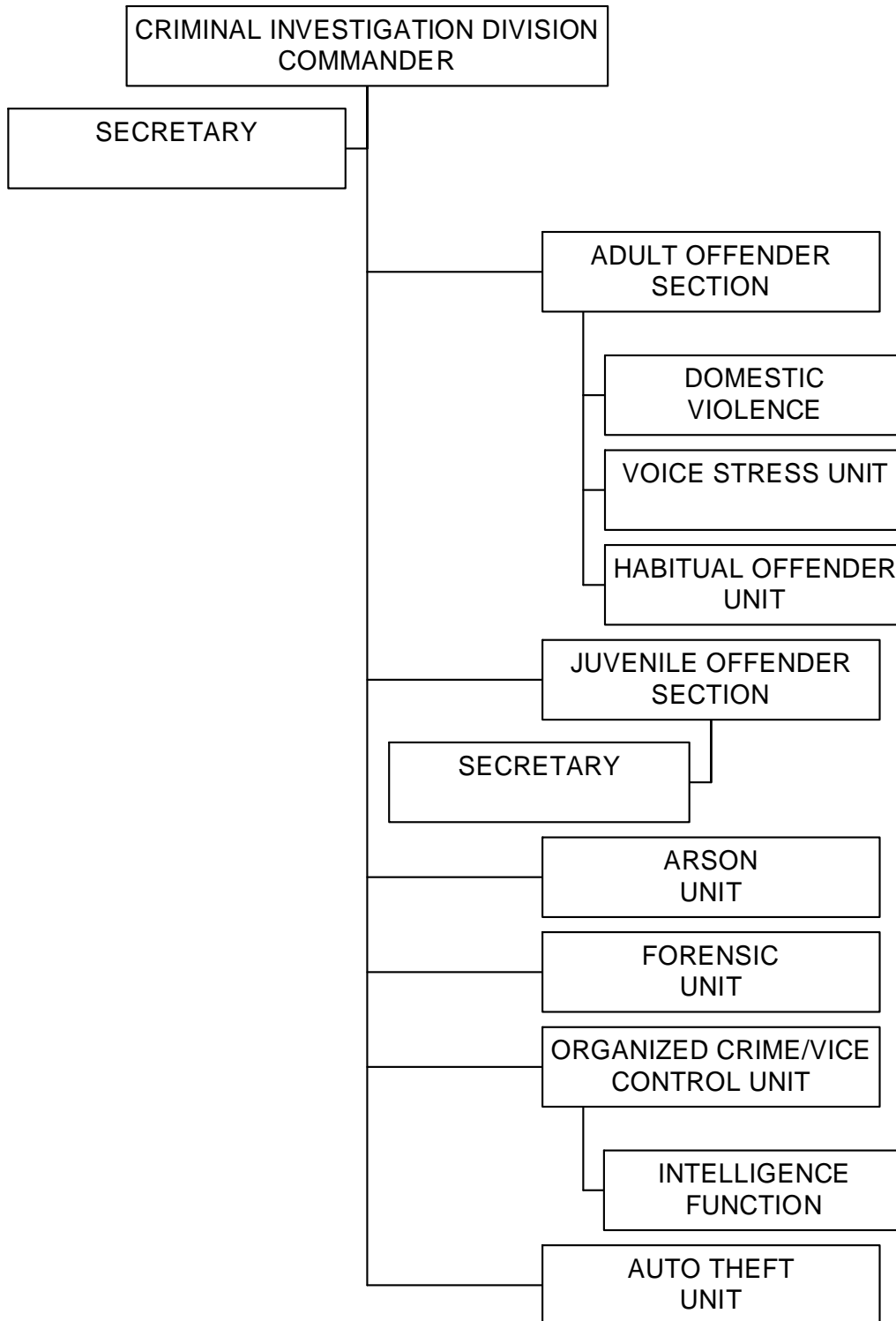
PARKING TICKETS ISSUED

Parking Enforcement Officers	87,374
Police Officers and Park Rangers	<u>10,948</u>
TOTAL TICKETS	98,322
 Vehicles Booted	 354

REVENUE

Parking Tickets	\$ 875,057.00
Booted Vehicles	\$ 3,864.00
Booted Vehicles – Revenue Paid at District Justice	\$ 15,501.00
Boot Fee	\$ 9,030.00
Residential Permits	\$ 20,498.00
Meter Bags	\$ 124,263.00
TOTAL REVENUE	\$1,048,213.00

CRIMINAL INVESTIGATION DIVISION ORGANIZATIONAL CHART



CRIMINAL INVESTIGATION DIVISION OVERVIEW

The responsibility of the Criminal Investigation Division is to satisfactorily resolve incidents that Escape resolution by the Uniformed Patrol Division. This is accomplished by assigning investigators the follow-up or continuing investigations. The Division's responsibilities include the identification and apprehension of adult and juvenile violators.

The Criminal Investigation Division is composed of the following units. Each unit has a specific investigative focus and are as follows:

ADULT OFFENDER SECTION

This section is responsible for the investigation of all murders and other crimes committed by persons 18 years of age and older, except those cases assigned to specialty units.

JUVENILE OFFENDER SECTION

This section is responsible for the investigation of incidents where the person is under 18 years of age, except those incidents assigned to specialty units.

FORENSIC TECHNOLOGY UNIT

This unit is required to maintain the inventory system for both identification and digital photo lab. The unit is responsible for processing crime scenes and the identification of individuals through fingerprints and subsequent prosecution of individuals through expert court testimony.

HABITUAL OFFENDER UNIT

This unit is responsible for the review of all persons arrested to determine if the arrestee meets the criteria to be considered a habitual offender. If the arrestee qualifies, investigators in this unit in conjunction with the Office of the District Attorney, seek to ensure that the arrestee receives the maximum bail, sentence and/or fine allowable by law.

ORGANIZED CRIME AND VICE CONTROL UNIT

This unit is responsible for the enforcement of drug and vice laws as they relate to organized crime, gambling, prostitution and liquor law violations.

VOICE STRESS UNIT

This unit is responsible for administering Voice Stress Examinations for investigative purposes of the Harrisburg Bureau of Police. Application is primarily within the Criminal Investigation Division but may extend to any Police Bureau need.

ARSON UNIT

This unit is responsible for investigating all incidents of fires of suspicious origin in the City. The unit is comprised of the City Fire Marshall who works hand-in-hand with investigators to resolve this dangerous criminal activity.

AUTO THEFT UNIT

This unit investigates all reported incidents of auto theft in the City. This Unit was begun in 1997 with grant funding from the Auto Theft Prevention Authority.

DOMESTIC VIOLENCE UNIT

This unit is responsible for investigating all matters dealing with domestic abuse. The purpose is to hold the defendant accountable through evidence collection and prosecution. This position is funded by a grant through the Office of the District Attorney.

ADULT OFFENDER SECTION

GENERAL INVESTIGATIONS

	2001	2002
TOTAL CASES ASSIGNED	1,668	1,399
CASES COMPLETED	1,528	1,273
CASES CLEARED BY ARREST	491	404
EXCEPTIONAL CLEARANCE	302	256
ADMINISTRATIVE CLEARANCE	516	323
CLEARED NON-CRIMINAL	34	28
UNFOUNDED	137	213
OPEN	48	49

JUVENILE OFFENDER SECTION

(INCLUDES CHILD ABUSE)

	2001	2002
TOTAL CASES ASSIGNED	610	419
CASES COMPLETED	520	360
CASES CLEARED BY ARREST	112	82
EXCEPTIONAL CLEARANCE	102	19
ADMINISTRATIVE CLEARANCE	64	22
CLEARANCE NON-CRIMINAL	138	153
UNFOUNDED	110	89
OPEN	84	59

ORGANIZED CRIME AND VICE CONTROL UNIT

The Organized Crime and Vice Control Unit is responsible for the investigation of the illegal sale and distribution of controlled substances, prostitution and pornography, illegal gambling operations unlawful sale and distribution of liquor, loan sharking, labor racketeering, corruption, extortion and bribery, theft/fencing rings and illegal firearms. The total number of arrests by the Unit in 2002 totaled 538 persons.

The Unit confiscated and seized illegal drugs, money and various miscellaneous items valued in excess of \$697,439. The following is a partial breakdown of what was seized or confiscated and the total value:

• Cocaine		\$221,150.00		
	<u>Crack</u>		<u>Powder</u>	
	2 ounces		12 ounces	
	1 ½ ounce		2 ½ ounce	
	240 ¼ ounce		2 1/8 ounce	
	2 1/8 ounce		4 grams	
	1108 grams		1 ½ grams	
	6 ½ grams			
	788 ¼ grams			
• Marijuana		\$ 25,725.00		
	6 Pounds		5 ½ ounce	
	5 ½ pounds		2 ¼ ounce	
	3 ¼ pounds		278 \$10 bags	
	11 ounces		16 \$20 bags	
• Heroin		\$ 13,780.00		
	689 \$20 bags			
• Miscellaneous Drugs		\$ 6,850.00		
• Vehicles		16 \$ 65,800.00		
• Weapons		43 \$ 10,400.00		
• Other		\$ 19,650.00		
	7 Pagers			
	2 police scanners			
	62 cellular phones			
	8 scales			
	16 video poker machines			
• Cash Total		\$334,084.00		
• Drug Total		\$267,505.00		
• Miscellaneous Total		\$ 95,850.00		
GRAND TOTAL		\$697,439.00		

ORGANIZED CRIME AND VICE CONTROL UNIT
VICE UNIT ARRESTS

CHARGES	2001	2002
POSSESSION WITH INTENT TO DELIVER	126	153
POSSESSION OF UNLAWFUL DRUGS	91	111
POSSESSION OF DRUG PARAPHERNALIA	191	218
UNLAWFUL DELIVERY	246	266
CONSPIRACY	57	77
CRIMINAL ATTEMPT	73	36
MISDEMEANOR AND FELONY WARRANTS	43	51
SUMMARY WARRANTS	223	271
PROSTITUTION	88	78
PATRONIZING A PROSTITUTE	29	24
LOITERING WITH INTENT TO SELL/PURCHASE DRUGS	2	2
AGGRAVATED ASSAULT	2	2
FALSIFICATION	3	0
RESISTING ARREST	5	4
VIOLATIONS OF THE UNIFORM FIREARMS ACT	1	39
ENDANGERING THE WELFARE OF CHILDREN	0	1
TAMPERING WITH EVIDENCE	5	5
DISCHARGING A FIREARM	0	0
RECKLESSLY ENDANGERING	3	0
OPEN LEWDNESS	0	0
THEFT BY RECEIVING	0	6
FUGITIVE	4	1
TRESPASS	1	1
ROBBERY	1	0
CAPIAS	27	23
UNLAWFUL DELIVERY OF NON-CONTROLLED SUBSTANCE	28	9
DISORDERLY CONDUCT	1	7
POSSESSION OF OFFENSIVE WEAPONS	0	0
INDECENT EXPOSURE	0	0
FEDERAL DISTRIBUTION AND CONSPIRACY	3	0
FEDERAL WARRANT NARCOTICS TRAFFICKING	0	0
CURFEW	0	0
UNDERAGE DRINKING	0	0
ESCAPE	0	3

CHARGES	2001	2002
CRIMINAL USE OF A COMMUNICATIONS DEVICE	0	1
POSSESSION OF ALCOHOL FOR SALE	0	0
PATRONIZING A SPEAKEASY	0	0
POSSESSION WITH INTENT TO DELIVER NON-CONTROLLED SUBSTANCE	5	0
HINDERING APPREHENSION	1	0
FALSE REPORTS	3	0
FEDERAL GUN CHARGE	0	0
UNLICENSED TO CARRY A FIREARM	1	0
SIMPLE ASSAULT	0	0
PAROLE WARRANT	1	1
ATTEMPT HOMICIDE	0	1
FEDERAL WARRANT NARCOTICS TRAFFICKING	0	0
HIT AN UNOCCUPIED VEHICLE	0	0
ALTERING A FIREARM	2	0
POSSESSION OF A FIREARM BY A MINOR	0	0
JUVENILE RUNAWAY	0	0
CORRUPTION OF MINORS	0	0
FORMER CONVICT NOT TO CARRY FIREARMS	6	0
CRIMINAL MISCHIEF	1	0
DELIVERY OF TELECOMMUNICATION DEVICES	20	0
FLIGHT TO AVOID APPREHENSION	2	0
THEFT	1	1
SUMMARY TRAFFIC OFFENSES	12	0
FALSE ID TO LAW ENFORCEMENT	1	5
SOLICITATION TO COMMIT MURDER	1	0
SOLICITATION TO COMMIT THEFT	1	0
CONSPIRACY TO COMMIT MURDER	1	0
CONSPIRACY TO COMMIT THEFT	1	0
OBSTRUCTING JUSTICE	2	0
GAMBLING	0	6
POSSESSION OF BODY ARMOR	0	0
ACQUIRE CONTROLLED SUBSTANCE BY FRAUD	0	37

FORENSIC TECHNOLOGY UNIT

The Forensic Technology Unit consists of one (1) corporal and two (2) patrol officers. The following is a breakdown of this Unit's activities in 2002.

IDENTIFICATION

LATENT PRINTS LOGGED IN	559
COMPARISONS COMPLETED BY FORENSIC UNIT	46
COMPARISON HITS	20
LATENT FINGERPRINTS SUBMITTED TO AFIS	173
AFIS HITS	41
ASSISTED OUTSIDE JURISDICTION	8
REMOVAL OF HANDS FOR I.D. PURPOSE	0
COMPOSITES	3
IBIS ENTRIES	148
IBIS IDENTIFICATIONS	35
(due to the backlog of IBIS, this # is not accurate)	

CRIME SCENES PROCESSED

HOMICIDES	13
SUICIDES	7
SUSPICIOUS DEATHS	9
FATAL FIRES	0
UNDETERMINED DEATHS	1
ACCIDENTAL DEATHS	8
DECEASED DRUG OVERDOSE	6
RAPES	21
ATTEMPTED RAPE	1
AGGRAVATED ASSAULTS	62
ARSON	21
AUTO THEFT	8
RECKLESSLY ENDANGERING	12
ROBBERIES	49
BURGLARIES	102
FATAL HIT & RUN	1
CHILD ABUSE	2
KIDNAPPING	0
THEFTS	21
TRAFFIC ACCIDENTS	16
ATTEMPTED HOMICIDE	2
LOITERING & PROWLING	2
SIMPLE ASSAULT	107
CRIMINAL MISCHIEF	10

SUICIDE ATTEMPT	1
AUTOPSIES	29
CRIMINAL TRESPASS	3
BOMB SCARES	2
INDECENT ASSAULT	0
ENDANGERING THE WELFARE OF CHILDREN	3
INSTITUTIONAL VANDALISM	0
EXECUTED SEARCH WARRANTS	25

EVIDENCE PROCESSED IN LAB

ACT 64	40
AGGRAVATED ASSAULTS	41
ARSON	6
BURGLARIES	58
CRIMINAL MISCHIEF	10
FORGERY	0
HARASSMENT	1
HOMICIDE	43
ATTEMPTED HOMICIDE	0
ROBBERY	45
SUSPICIOUS DEATHS	1
THEFTS	27
RECKLESSLY ENDANGERING	8
SIMPLE ASSAULTS	6
FOUND PROPERTY	11
AUTO THEFT	6
RAPES	9
SUICIDES	0
UNLAWFUL POSSESSION OF FIREARMS	9
MISSING PERSONS	2
RECEIVING STOLEN PROPERTY	6
TERRORISTIC THREATS	4
ENDANGERING THE WELFARE OF CHILDREN	2
PROCESSED VIDEOS	20

AFIS STATISTICS

LATENT FINGERPRINTS SUBMITTED TO FORENSICS	559
LATENT FINGERPRINTS SUBMITTED TO AFIS	173
MATCHES FOUND BY AFIS (HITS)	41
UNIDENTIFIED BUT REGISTERED FINGERPRINTS	69
UNIDENTIFIED FINGERPRINTS SUBMITTED TO AFIS	42
*TLI HITS BY AFIS	8

As of 01/08/03 we have not received 13 AFIS results.

*A TLI hit is a tenprint to latent identification. This means that a latent fingerprint was entered into the AFIS data base for a future search. When a new arrest card is entered into AFIS it matches with the old latent print.

FORENSIC TECHNOLOGY UNIT
MONTHLY FILM PROCESSED

	DIGITAL PHOTOS (DOWNLOADED)	DIGITAL CONTACT SHEETS	TOTAL
JANUARY	1980	253	2233
FEBRUARY	1916	180	2096
MARCH	1814	255	2069
APRIL	3015	334	3349
MAY	2915	320	3235
JUNE	2176	218	2394
JULY	3088	299	3387
AUGUST	3312	289	3601
SEPTEMBER	3199	290	3489
OCTOBER	2470	284	2754
NOVEMBER	2038	235	2273
DECEMBER	1652	228	1880
TOTAL	29575	3185	32760

MONTHLY PHOTOGRAPHS PROCESSED

	5x7 Digital Photo	5x7 Color Photo	3.5x5 Color Photo	8x10 Digital Photos	8x10 Color Photo	8x12 Color Photo	16x20 Color Photo	5x7 B&W Photo	Digital Poster	11x14 Color	Total
JAN	215	767	10	181	0	0	0	0	2	0	1175
FEB	336	407	105	40	10	0	0	0	4	0	902
MARCH	288	0	1	42	0	0	0	0	0	0	330
APRIL	250	0	0	39	0	0	0	0	0	0	289
MAY	213	0	0	116	0	0	0	0	2	0	331
JUNE	78	88	0	66	0	0	0	0	2	0	322
JULY	291	0	0	78	0	0	0	0	0	0	369
AUG	1269	0	0	80	0	0	0	0	2	0	1351
SEPT	995	1194	420	69	0	0	0	0	0	0	2678
OCT	301	0	0	0	0	0	0	0	4	0	391
NOV	538	2009	0	268	0	0	0	0	5	0	2820
DEC	579	0	0	34	0	0	0	0	2	0	615
TOTAL	5353	4465	535	1099	10	0	0	0	23	0	11573

HABITUAL OFFENDERS UNIT

The Habitual Offenders Unit identifies those criminals who repeatedly are arrested in court for felony crimes. The Unit works with a special prosecutor to ensure a conviction in the case of those identified as habitual offenders.

Duties of the Unit include locating witnesses, conducting interviews, testifying in court and preparing cases, which may include gathering existing or new evidence.

Beginning in 2003, the Unit will review weapons violation cases with the District Attorney's Office to determine which can be referred for federal prosecution.

CRIME	CERTIFIED	AWAITING TRIAL	NOT GUILTY	GUILTY	DISMISSED AT D.J. LEVEL	NOLLE PROS.
Criminal Homicide	3	3				
Aggravated Assault	3	1		2		
Robbery	7	1	2	4		
Sexual Assaults						
Burglary	3			3		
Firearms Violations	6	1		4		1
Forgery						
Thefts						
Arson						
Drug Violations	3	3				
TOTAL	25	9	2	13	0	1

	<u>2001</u>	<u>2002</u>
Individuals Reviewed for Certification	81	66
Total Individuals Certified	36	25
Number of Jury Trials	9	4
Number of Not Guilty	1	2
Number of Guilty	22	12
Nolle Pros.	1	1
Cases Awaiting Trial	7	7

VOICE STRESS ANALYZER (C.V.S.A.) STATISTICS

	2001	2002
HOMICIDE	0	0
RAPE	0	0
ROBBERY	0	0
AGGRAVATED ASSAULT	2	0
SEXUAL ASSAULT	4	5
THEFT	8	6
ARSON	0	0
SUSPICIOUS DEATH	0	0
PRE-EMPLOYMENT	50	45
DRUGS	0	0
BURGLARY	1	2
TOTAL	65	58

AUTO THEFT UNIT

CASES ASSIGNED	426
CASES COMPLETED	419
CLEARED BY ARREST	28
EXCEPTIONAL CLEARANCE	18
ADMINISTRATIVE CLEARANCE	88
CLEARED NON-CRIMINAL	16
UNFOUNDED	269
OPEN	7

ARSON UNIT

The Harrisburg Bureau of Police Arson Unit investigated twenty-three (23) arson fires in the City of Harrisburg in 2002.

Listed below are City arson fires:

• 2221 N. Third Street	Structure	\$ 500.00	Juvenile
• 633 Woodbine Street	Vehicle	\$ 2,000.00	
• S. 21 st & Kensington Streets	Vehicle	\$ 1,000.00	Juveniles
• 1600 Hunter Street	Vacant Structure	\$ 30,000.00	
• 26, 28, 30 Evergreen Street	Structure	\$ 25,000.00	Adult
• 2130 N. 4 th Street	Vehicle	\$ 6,000.00	
• 742 S. 22 nd Street	Business	\$ 30,000.00	Juveniles
• 2400 N. 7 th Street	Business	\$ 8,000.00	
• 273 Muench Street	Vacant Structure	\$ 5,000.00	
• 212 N. 14 th Street	Garage	\$ 2,000.00	Juveniles
• 508 S. 29 th Street	Restaurant	\$200,000.00	
• 114 Sylvan Terrace	Vacant Structure	\$ 10,000.00	Juvenile
• 1213K Community Drive	Structure	\$ 2,000.00	
• 1621 Naudain Street	Garage	\$ 2,000.00	
• 2324 N. 4 th Street	Garage	\$ 2,000.00	Juvenile
• 1434 Berryhill Street	Structure	\$ 1,000.00	
• 21 Evergreen Street	Structure	\$ 10,000.00	Adult
• 1627 Regina Street	Structure	\$ 30,000.00	Juveniles
• 1813 Sycamore Street	Structure	\$ 30,000.00	

• 346 S. 14 th Street	Structure	\$ 500.00	Juveniles
• 1405 Vernon Street	Vehicle	\$ 1,000.00	Adults
• 1329 Berryhill Street	Vacant Structure	\$ 40,000.00	
• 526 S. 29 th Street	Business	\$ 25,000.00	

Total loss for Arson Fires in the City of Harrisburg was \$463,000.00.

Of the twenty-three (23) fires that were investigated, eleven (11) were cleared with arrests.

There were five (5) fires that were investigated by the Arson Unit where adults were arrested.

There were eight (8) fires that were investigated by the Arson Unit where juveniles were arrested.

There were six (6) children referred to the City of Harrisburg's Juvenile Fire Setter's Program.

DOMESTIC VIOLENCE UNIT

• NUMBER OF CASES	304
• NUMBER OF CASES COMPLETED	304
• NUMBER OF CASES CLEARED BY ARREST	18
• EXCEPTIONAL CLEARANCES	7
• NUMBER OF CASES CLEARED NON-CRIMINAL	3
• NUMBER OF CASES UNFOUNDED	21
• NUMBER OF DOMESTIC VIOLENCE ARRESTS	224
• OPEN CASES	0
• A/C CLOSURES	32

AWARDS AND COMMENDATIONS

The Bureau of Police held its award ceremony on May 13, 2002. Awards were presented to deserving police officers and other law enforcement personnel who distinguished themselves in the performance of their duties.

Recommendations for awards are submitted to Division Commanders by supervisors. After review of the recommendations Division Commanders forward their choices to the Chief of Police for final approval. The Bureau of Police also recognizes efforts by community members who have assisted the Bureau during in-progress situations and investigations.

Awards presented in 2002 are as follows:

• Mayor's Award for Bravery	3
• Officer of the Year	1
• Merit Awards	10
• Distinguished Unit Award	10
• Letters of Commendation	5
TOTAL	29

POLICE CODE OF ETHICS

PRIMARY RESPONSIBILITIES OF A POLICE OFFICER

A police officer acts as an official representative of government who is required and trusted to work within the law. The powers and duties of an officer are conferred by statute. The fundamental duties of a police officer include serving the community, safeguarding lives and property, protecting the innocent, keeping the peace and ensuring the rights of all to liberty, equality and justice.

PERFORMANCE OF THE DUTIES OF A POLICE OFFICER

A police officer shall perform all duties impartially, without favor of affection or ill will and without regard to status, sex, race, religion, political belief or aspiration. All citizens will be treated equally with courtesy, consideration and dignity.

Officer will never allow personal feeling, animosities or friendships influence official conduct. Laws will be enforced appropriately and courteously, and in carrying out their responsibilities, officers will strive to obtain maximum cooperation from the public. They will conduct themselves in appearance and deportment in such a manner as to inspire confidence and respect for the position of public trust they hold.

DISCRETION

A police officer will use responsibly the discretion vested in the position and exercise it within the law. The principle of reasonableness will guide the officer's determinations and the officer will consider all surrounding circumstances in determining whether any legal action shall be taken.

Consistent and wise use of discretion based on professional policing competence, will do much to preserve good relationships and retain the confidence of the public. There can be difficulty in choosing between conflicting courses of action. It is important to remember that a timely word of advice rather than an arrest, which may correct an appropriate circumstance, can be a more effective means of achieving a desired end.

USE OF FORCE

A police officer will never employ unnecessary force or violence and will use only such force in the discharge of duty as it is reasonable in all circumstances.

Force should be used only with the greatest restraint and only after discussion, negotiation and persuasion have found too inappropriate or ineffective. While the use of force is occasionally unavoidable, every police officer will refrain from applying the unnecessary infliction of pain or suffering, and will never engage in cruel, degrading or inhuman treatment of any person.

CONFIDENTIALITY

Whatever a police officer sees, hears or learns, which is of a confidential nature, will be kept in confidence unless the performance of duty or legal provision requires otherwise.

Members of the public have a right to security and privacy, and information obtained about them must not be improperly divulged.

INTEGRITY

A police officer will not engage in acts of corruption or bribery, nor will an officer condone such acts by other police officers.

The public demands that the integrity of police officers be above reproach. Police officers must therefore avoid any conduct that might compromise integrity and thus undercut the public confidence in the law enforcement agency. Officers will refuse to accept any gifts, presents, subscriptions, favors, gratuities, or promises that could be interpreted as seeking to cause the officer to refrain from performing official responsibilities honestly and within the law. Police officers must not receive private or special advantage from their official status. Respect from the public cannot be bought, it can only be earned and cultivated.

COOPERATION WITH OTHER OFFICERS AND AGENCIES

Police officers will cooperate with all legally authorized agencies and their representatives in the pursuit of justice.

An officer or agency may be one among many organizations that may provide law enforcement services to a jurisdiction. It is imperative that a police officer assist colleagues fully and completely, and with respect and consideration at all times.

PERSONAL/PROFESSIONAL CAPABILITIES

Police officers will be responsible for their own standard of professional performance and will take every reasonable opportunity to enhance and improve their level of knowledge and competence.

Through study and experience, a police officer can acquire the high level of knowledge and competence that is essential for the efficient and effective performance of duty. The acquisition of knowledge is a never-ending process of personal and professional development that should be pursued constantly.

PRIVATE LIFE

Police officers will behave in a manner that does not bring discredit to their agencies or themselves. A police officer's character and conduct while off duty must always be exemplary, thus maintaining a position of respect in the community in which he or she lives and serves. The officer's personal behavior must be beyond reproach.

HARRISBURG BUREAU OF POLICE RETIREMENTS

	<u>Date of Hire</u>	<u>Date of Retirement</u>
Patrol Officer Gary Jones	06/25/73	01/15/02
Captain Robert J. Miller	01/16/65	01/24/02
Patrol Officer Scott Carey	02/16/79	03/28/02
Corporal James Lukoski	06/25/73	04/19/02
Investigator James E. Rudy	05/21/66	07/25/02

Allocation Plan		Position Control		
PERSONNEL SERVICES		JOB CLASSIFICATION	2002 BUDGET	ALLOCATION
Salaries-Mgmt	48,467	Traffic Services Administrator	1	48,467
Salaries-BU	345,254			
Overtime	0	Total Management	1	48,467
Fringe Benefits	105,851			
TOTAL	499,572	Administrative Assistant I	1	33,546
		Clerk Typist/Data Entry Oper.	1	31,498
OPERATING EXPENSES		Parking Enforcement Off. III	6	189,288
		Parking Enforcement Off. II	2	61,218
Communications		Parking Enforcement Off. I	1	29,704
Professional Fees				
Utilities		Total Bargaining Unit	11	345,254
Insurance				
Rentals				
Maintenance & Repairs		Overtime		0
Other Contracted Services				
Supplies Expense		FICA		30,119
TOTAL	0	Fringe Benefits		75,732
		Total Fringe Benefits		105,851
CAPITAL OUTLAY	0			
		TOTAL	12	499,572
TOTAL APPROPRIATION	499,572			

Allocation Plan		Position Control	
PERSONNEL SERVICES		JOB CLASSIFICATION	2002 BUDGET ALLOCATION
Salaries-Mgmt	422,622	Chief of Police	1 72,930
Salaries-BU	842,975	Support Supervisor	1 48,061
Salaries-Part-Time	54,974	Community Policing Coordinator	1 35,800
Overtime	279,116	Communication Supervisor	5 204,991
Fringe Benefits	485,795	Confidential Secretary	1 41,912
		Community Policing Assistant	0.5 18,928
TOTAL	<u>2,085,482</u>	Total Management	<u>9.50 422,622</u>
OPERATING EXPENSES		Lieutenant	1 59,734
Communications	70,717	Sergeant	1 56,890
Professional Fees	66,263	Telecommunicator IV	8 277,939
Utilities	14,602	Telecommunicator II	3 97,315
Insurance	0	Telecommunicator I	7 220,136
Rentals	2,800	Record Center Operator II	3 97,565
Maintenance & Repair	101,544	Administrative Assistant I	1 33,396
Other Contracted Services	110,345		
Supplies Expense	98,958	Total Bargaining Unit	<u>24.00 842,975</u>
Minor Equipment	1,700	Communications Supervisor	1 24,336
TOTAL	<u>466,929</u>	Hostler	2 17,472
CAPITAL OUTLAY	15,151	Clerical Assistant	2 13,166
GRANTS	218,728	Total Part-Time	<u>5.00 54,974</u>
		Overtime	<u>279,116</u>
TOTAL APPROPRIATION	<u><u>2,786,290</u></u>	FICA	107,398
		Fringe Benefits	224,322
		Uniform Allowance	145,275
		College Credits	8,800
		Total Fringe Benefits	<u>485,795</u>
		TOTAL	<u><u>38.50 2,085,482</u></u>

Allocation Plan		Position Control		
		JOB CLASSIFICATION	2002 BUDGET	ALLOCATION
PERSONNEL SERVICES				
Salaries-Mgmt	64,575	Captain	1	64,575
Salaries-BU	6,157,583			
Overtime	323,582	Total Management	1	64,575
Fringe Benefits	2,063,851			
TOTAL	8,609,591	Lieutenant	3	179,202
		Sergeant	6	339,830
OPERATING EXPENSES		Corporal	9	476,481
Communications		Police Officer	107	5,127,464
Professional Fees		Dog Law Enforce Officer II	1	34,606
Utilities		Total Bargaining Unit	126	6,157,583
Insurance				
Rentals				
Maintenance & Repair		Overtime		323,582
Other Contracted Services				
Supplies Expense		FICA		76,164
TOTAL	0	Fringe Benefits		1,987,687
		Total Fringe Benefits		2,063,851
CAPITAL OUTLAY				
	0			
		TOTAL	127	8,609,591
TOTAL APPROPRIATION	8,609,591			

Allocation Plan		Position Control		
PERSONNEL SERVICES		JOB CLASSIFICATION	2002 BUDGET	ALLOCATION
Salaries-Mgmt	110,790	Captain	1	66,308
Salaries-BU	820,043	Training/Quality Assur. Supervisor	1	44,482
Overtime	8,400			
Fringe Benefits	219,072	Total Management	2	110,790
TOTAL	1,158,305			
OPERATING EXPENSES		Lieutenant	1	59,734
		Police Officer	16	726,763
		Administrative Assistant I	1	33,546
Communications				
Professional Fees		Total Bargaining Unit	18	820,043
Utilities				
Insurance				
Rentals		Overtime		8,400
Maintenance & Repairs				
Other Contracted Services		FICA		13,634
Supplies Expense		Fringe Benefits		205,438
TOTAL	0	Total Fringe Benefits		219,072
CAPITAL OUTLAY	0			
		TOTAL	20	1,158,305
TOTAL APPROPRIATION	1,158,305			

Allocation Plan		Position Control		
		JOB CLASSIFICATION	2002 BUDGET	ALLOCATION
PERSONNEL SERVICES				
Salaries-Mgmt	66,308	Captain	1	66,308
Salaries-BU	1,633,779			
Overtime	141,920	Total Management	1	66,308
Fringe Benefits	324,720			
TOTAL	2,166,727	Lieutenant	4	238,936
		Sergeant	1	56,890
OPERATING EXPENSES		Corporal	3	156,190
		Investigator	21	1,116,903
Communications		Secretary II	2	64,860
Professional Fees				
Utilities		Total Bargaining Unit	31	1,633,779
Insurance				
Rentals				
Maintenance & Repairs		Overtime		141,920
Other Contracted Services				
Supplies Expense		FICA		19,238
TOTAL	0	Fringe Benefits		305,482
		Total Fringe Benefits		324,720
CAPITAL OUTLAY	0			
		TOTAL	32	2,166,727
TOTAL APPROPRIATION	2,166,727			